

**RSPO PRINCIPLE AND CRITERIA –
2nd ANNUAL SURVEILLANCE ASSESSMENT
Public Summary Report**

<p>PT. Inti Indosawit Subur: Ukui I Palm Oil Mill and its Supply Bases</p>
<p>Client company Address: <u>Jl. M.H Thamrin No.31</u> <u>Jakarta 10230</u> <u>Indonesia</u></p>
<p>Certification Unit: Ukui I Palm Oil Mill</p> <p>Location of Certification Unit: Pelalawan Regency Riau Province Indonesia</p>

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Section 1: Scope of the Certification Assessment

1. Company Details			
RSPO Membership Number	1-0022-06-000-00	Membership Approval Date	6 February 2006
Parent Company Name	PT. Inti Indosawit Subur		
Address	Jl. M.H Thamrin No.31 Jakarta 10230, Indonesia		
Subsidiary (Certification Unit Name)	PT. Inti Indosawit Subur – Ukui I Palm Oil Mill		
Address	Pelalawan Regency, Riau Province, Indonesia		
Contact Name	Mr. Putu Grhyate Yonata Aksa		
Website	www.asianagri.com	E-mail	Putu_Aksa@asianagri.com
Telephone	+62 21 23201119	Facsimile	+62 21 2301120

2. Certification Information			
Certificate Number	RSPO 633774	Date of First Certification	1 March 2011
		Certificate Start Date	1 March 2016
		Certificate Expiry Date	28 February 2021
Scope of Certification	Production of CPO an PK at Ukui I Palm Oil and FFB supplied from one (1) company own plantation namely Ukui Estate (Division I, II, III and IV only) and nine (9) cooperatives of scheme smallholder. Mill capacity 90 tonnes FFB/hour.		
Applicable Standards	RSPO P&C Indonesia National Interpretation 2016; RSPO Supply Chain Certification Standard 2014 Module E – CPO Mills: Mass Balance		

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
ID05/65250	ISO 14001:2004	SGS	10 June 2018
EU-ISCC-Cert-DE100-20432017	ISCC (Ukui I POM)	SGS	2 February 2018
SPO20002	ISPO	SAI Global	2 September 2018

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4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS Coordinates	
		Latitude	Longitude
Ukui I Palm Oil Mill	Ukui Village, Ukui District, Pelalawan Regency	00° 13' 34" S	102° 05' 33" E
Ukui Estate*	Ukui Village, Ukui District, Pelalawan Regency	00° 13' 34" S	102° 05' 33" E
KUD Sumber Makmur	Bukit Gajah Village, SP 1, Ukui District	00° 09' 05" S	102° 09' 26" E
KUD Bina Usaha Baru	Bukit Jaya Village, SP 2, Ukui District	00° 09' 36" S	102° 06' 23" E
KUD Bakti	Trimulya Jaya Village, SP 3A, Ukui District	00° 08' 25" S	102° 05' 48" E
KUD Karya Bersama	Air Emas Village, SP 3BC, Ukui District	00° 07' 00" S	102° 05' 55" E
KUD Sawit Subur	Kampung Baru Village, SP 4, Ukui District	00° 09' 42" S	102° 03' 29" E
KUD Bina Sejahtera	Lubuk Kembang Sari Village, SP 5, Ukui District	00° 12' 07" S	102° 06' 18" E
KUD Sumber Bahagia	Silikuan Hulu Village, SP 6, Ukui District	00° 13' 56" S	102° 06' 31" E
KUD Bukit Potalo	Ukui II Village, SP 6, Ukui District	00° 08' 41" S	102° 10' 09" E
KUD Usaha Baru	Redang Seko Village, SP 6, Lirik District, Indragiri Hulu Regency	00° 10' 57" S	102° 13' 13" E

Note: * = Division I, II, III and IV.

5. Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Ukui Estate*	3,375	116.16	87.84	3,579	94.50
KUD Sumber Makmur	1,562	0	0	1,562	100.00
KUD Bina Usaha Baru	616	0	0	616	100.00
KUD Bakti	448	0	0	448	100.00
KUD Karya Bersama	864	0	0	864	100.00
KUD Sawit Subur	908	0	0	908	100.00
KUD Bina Sejahtera	1,236	0	0	1,236	100.00
KUD Sumber Bahagia	1,206	0	0	1,206	100.00
KUD Bukit Potalo	494	0	0	494	100.00
KUD Usaha Baru	494	0	0	494	100.00
Total	11,203	116.16	87.84	11,407	98.27

Note: * = Division I, II, III and IV.

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6. Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 – 3**	4 - 10	11 - 20	21 - 25	26 - 30		
Ukui Estate*	678	0	19	0	2,678	2,697	678
KUD Sumber Makmur	0	0	0	0	1,562	1562	0
KUD Bina Usaha Baru	472	0	0	0	144	144	472
KUD Bakti	0	0	0	0	448	448	0
KUD Karya Bersama	0	0	0	0	864	864	0
KUD Sawit Subur	0	0	0	0	908	908	0
KUD Bina Sejahtera	0	0	0	0	1,236	1,236	0
KUD Sumber Bahagia	0	0	0	98	1,108	1,206	0
KUD Bukit Potalo	0	0	0	494	0	494	0
KUD Usaha Baru	0	0	0	494	0	494	0
Total (ha)	1,150	0	19	1,014	8,948	10,053	1,150

Note: * = Division I, II, III and IV.
** = All age 0-3 are replanting

7. Certified Tonnage of FFB (Own Certified Scope)			
Estate	Tonnage / year		
	Estimated (Jan 2017 - Dec 2017)	Actual (Jan 2017 - Dec 2017)	Forecast (Jan 2018 - Dec 2018)
Ukui Estate*	80,419	62,854	57,146
KUD Sumber Makmur	36,995	37,906	37,175
KUD Bina Usaha Baru	0*	319	1,483
KUD Bakti	1,199	9,904	10,023
KUD Karya Bersama	19,922	22,585	12,534
KUD Sawit Subur	6,574	15,624	16,474
KUD Bina Sejahtera	30,158	30,422	27,853
KUD Sumber Bahagia	29,609	28,847	29,179
KUD Bukit Potalo	9,229	10,608	10,522
KUD Usaha Baru	9,229	9,972	10,522
Total	223,334	229,041	212,911

Note: * = Division I, II, III and IV.

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8. Certified Tonnage of FFB (from other certified unit(s)) if applicable *			
Estate	Tonnage / year		
	Estimated (Jan 2017 - Dec 2017)	Actual (Jan 2017 - Dec 2017)	Forecast (Jan 2018 - Dec 2018)
N/A	N/A	N/A	N/A
Total			

9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable			
Independent FFB Supplier	Tonnage / year		
	Estimated (Jan 2017 - Dec 2017)	Actual (Jan 2017 - Dec 2017)	Forecast (Jan 2018 - Dec 2018)
Third party FFB supplier/Collector	100,000	110,765	148,047
Total	100,000	110,765	148,047

10. Certified Tonnage			
Mill Capacity: 90 MT/hr	Estimated (Jan 2017 - Dec 2017)	Actual (Jan 2017 - Dec 2017)	Forecast (Jan 2018 - Dec 2018)
	FFB	FFB	FFB
	223,334	229,041	212,911
SCC Model: MB	CPO (OER: 21.69%)	CPO (OER: 20.48%)	CPO (OER: 20.69%)
	48,450	46,911	44,044
	PK (KER: 5.50%)	PK (KER: 5.30%)	PK (KER: 5.45%)
	12,283	12,142	11,604

11. Actual Sold Volume (CPO)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
CPO (MT)	766	43,713	0	0	44,479

12. Actual Sold Volume (PK)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
PK (MT)	11,541	0	0	0	11,541

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13. Actual Group certification Claims		
	Credit	Physical Volume (MT)
IS-CSPO	0	0
IS-CSPKO	0	0
IS-CSPKE	0	0

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: RSPO-ACC-19)
Unit 3, Level 10, Tower A
The Vertical Business Suites, Bangsar South
No. 8, Jalan Kerinchi
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BSI is a leading global provider of management systems assessment and certification, with more than 60,000 certified locations and clients in over 100 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (RSPO-ACC-19) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia and an office at Singapore, Jakarta, Bangkok and Australia which involve in RSPO Certification Program.

2.1 Assessment Methodology, Programme, Site Visits

The on-site 2nd annual surveillance assessment was conducted from 12 to 16 December 2017. The audit programme is included as Appendix D. The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. Mill was audited together with the sample estates. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities.

The Major NC close out on-site assessment was conducted on 12 February 2018. The audit programmes are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO Principles & Criteria INA NI 2016 and RSPO Supply Chain Certification Standard 2014 were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. The mill was audited together with the estates (or smallholders) of its supply base.

- The estates sample were determined based on formula $N = 0.8\sqrt{y}$ where y is the number of estates
- As for the smallholders, the sample were determined following the RSPO Management System Requirements and Guidance for Group Certification of FFB Production (2016). The sampling of smallholders were based on the formula $(0.8\sqrt{y}) \times (z)$; where y is total number of independent group member and where z is the multiplier defined by the risk assessment. The sampled smallholder listed in Appendix I.

Meetings were held with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each

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meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and these have been incorporated into the assessment findings.

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.5.

All the previous nonconformities are remains closed. The assessment findings for the initial assessment/annual surveillance assessment are detailed in Section 3.4.

This report is structured to provide a summary of assessment finding as attached in the Appendix A. The assessment was based on random samples and therefore nonconformities may exist that have not been identified.

The report was internally reviewed and approved by BSI qualified certification reviewer.

The following table would be used to identify the locations to be audited each year in the 5 year cycle

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
Ukui I POM	X	X	X	X	X
Ukui Estate	X	X	X	X	X
KUD Sumber Makmur	X			X	
KUD Bina Usaha Baru	X				X
KUD Bakti		X		X	
KUD Karya Bersama			X		X
KUD Sawit Subur		X			
KUD Bina Sejahtera		X			X
KUD Sumber Bahagia			X		
KUD Bukit Potalo	X			X	
KUD Usaha Baru			X		

Tentative Date of Next Visit: December 1, 2018 – December 5, 2018

Total No. of Mandays: 18 mandays in field

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2.2 BSI Assessment Team:

Team Member Name	Role	Qualifications
Eko Purwanto	Team Leader	He graduated as Bachelor of Forestry from Forest Conservation Department, Faculty of Forestry, Bogor Agricultural University (IPB) in 2001. He owned working experience at Oil Palm Plantation in East Kalimantan since 2003 to 2012, the last position was Estate Manager. He has implemented good agricultural practice including integrated pest management and limited pesticides uses. He has experience in auditing ISO 9001, ISPO, RSPO P&C and RSPO SCC with SAI Global since 2012 to 2017 as Auditor and sometimes as Lead Auditor. He joined BSI Group Indonesia in August 2017 as Auditor/Lead Auditor for ISO, ISPO, RSPO P&C and RSPO SCC (Client Manager/Tutor). He has been trained for lead auditor of RSPO P&C (2013), ISO 9001:2008 (2012), ISO 14001:2004 (2013), ISPO (2012) and RSPO SCC (2012). He has also completed training course of ISO 14001 (2012), Minaut (Oil and Automotive) Indonesia (2011) and Introduction to HCV Toolkit HCV (2011). Since October 2012 he has been involved in quality (ISO 9001) management system audits for very broad industrial and involved in Indonesia Sustainable Palm Oil (ISPO) and RSPO P&C audit for several plantations and mills, also RSPO Supply Chain audit for several KCP, Bulking and Refinery.
Edy Widodo	Team Member	He graduated as bachelor of the Faculty of Agriculture, Department of Agricultural Technology, University of Padjadjaran, Bandung. Earlier he worked as an Assistant Estates Manager in PT SMART Tbk. (1999 to 2005). He joined SAI Global in 2013 as a Lead Auditor for ISO 9001: 2008. He has working experience in the industrial sector and audit Plantation, and also the processing industry and agricultural mechanization. He is also the ISPO auditor who has obtained a certificate from the ISPO Commission, Ministry of Agriculture of Indonesia, on February 2013. He had got a certificate of training on Understanding ISO 14001: 2004 & Auditing ISO 14001: 2004 in 2013. He also had joined internal RSPO P&C training (2013).
Mujinius Jalaraya	Team Member	Bachelor degree from Faculty of Forestry, Bogor Agricultural University (IPB) in 2008, Majoring in Forest Resources Conservation. He has a working experience in palm oil plantations as SHE Assistant at PT. Astra Agro Lestari Tbk in 2008 – 2012, as Supervisor Sustainability at Teladan Prima Group in 2012 – 2014 and as Auditor at SAI Global in April 2014 – August 2016. He joined at PT BSI Group Indonesia since September 2016 as Auditor ISO, ISPO and RSPO. Various training has followed, such as: OHS Expert/Ahli K3 Umum Training (2010), Training for Trainers (2013), HCV Assessor Training (2013), Lead Auditor ISO 9001: 2008 Training (2014), Lead Auditor ISPO Training (2014), Lead Auditor RSPO Training (2014), Lead Auditor RSPO SCCS

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		Training (2015), Lead Auditor ISO 14001:2004 Training (2015). He has much experience in implementation of quality management system, environmental and OHS management system, ISPO and RSPO in the company and much involved in audit of the system. During work at SAI Global and PT. BSI Group Indonesia he has had experience for audit ISO 9001: 2008 in various industries and services company, audit RSPO and ISPO in palm oil mill and plantation companies.
Nanang Mualib	Team Member	He holds a Bachelor degree in Forestry Technology from Bogor Agriculture University, 1999. He has 4 years experience worked in the Forest plantation company in Indonesia, and has experiences involves in the several RSPO certification audits as team member. He has attended the 5 days RSPO P&C Certification System Assessment Training held by PT. Mutuagung Lestari on 2009 as well as 5 days ISO 9001 auditor training on 2009. He has been approved as an HCV Assessor under RSPO Scheme. He has been involved in many assessment related to the Forestry and Sustainable oil palm certification in Indonesia. He has experienced involves in RSPO certification assessments more than 15 different oil palm organizations (including mills and estates) in Indonesia. He is also familiar with RSPO P&C Certification assessment and qualified as audit team member.

Accompanying Persons: Nil

2.3 Assessment Plan

The Assessment plan was sent to the client prior to the assessment (attached assessment plan).

Date	Time	Subjects	EP	MJ	EW	NM
			PRSP0 - LA/ General/ Mill/SCC	PRSP0 - OHS/ HCV	PRSP0- EMS/ BAP	PRSP0 - SA/ Legal
Monday, 11/12/2017	10.20-12.05	Flight Jakarta – Pekanbaru (by GA174)	√	√	√	√
	12.05-13.00	Break/Lunch	√	√	√	√
	13.00-17.00	Travel Pekanbaru – Site	√	√	√	√
Tuesday, 12/12/2017	08.00-09.00	Opening Meeting Presentation by PT IIS – Ukui I Presentation by BSI Indonesia	√	√	√	√
	09.00-12.00	Document review: Ukui I Mill General information, time bound plan, partial certification verification, verify status of previous Non Conformity, Mill best practice, RSPO Supply Chain form Mill, EMS and OHS implementation.	√	√	√	

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Date	Time	Subjects	EP	MJ	EW	NM
			PRSP0 - LA/ General/ Mill/SCC	PRSP0 - OHS/ HCV	PRSP0- EMS/ BAP	PRSP0 - SA/ Legal
		Stakeholder Consultation Meeting – Mill, Estate, and Scheme Smallholders: Stakeholder consultation with local government, head of villages, local NGO, local contractors, FFB Supplier, Labor union, Gender committee, etc. Field visit: Public facility, housing, clinic, childcare, etc				√
	12.00-14.00	Break / lunch	√	√	√	√
	14.00-17.00	Field Visit: Ukui I Mill Inspection of processing, warehouse, workshop, mill wastes management, Effluent Ponds, OSH, Environment issues, POME application, workers interview, Supply chain for CPO mill, Review on SEIA documents and records, Document review, etc.	√	√	√	
		Document review: RSPO P & C (Social)				√
Wednesday, 13/12/2017	08.00-12.00	Field Visit: Ukui Estate Herbicide application programs, harvesting, fertilizer application, terracing, road maintenance, Barn owl, beneficial plant, IPM, Landfill, housing complex, Storage, workshop, diesel tanks, clinic, HGU pegs, EMS & OHS implementation : Workshop, Pesticide and agrochemical storage, Equipment and PPE storage, Diesel fuel storage, etc. (including interview with sprayer team and harvester).	√	√	√	
		Interview with government agency (BPN, BLH, Dinas Perkebunan & Dinas Tenaga Kerja)				√
	12.00-14.00	Break/lunch	√	√	√	√
	14.00-17.00	Document review: Ukui Estate Land Legality, Best management practices Agronomy, HCV Management & Monitoring, EMS & OHS implementation, employment, welfare and Continual improvement.	√	√	√	√
Thursday 14/12/2017	08.00-12.00	Field visit and Interview with members: KUD Sumber Bahagia (25 members)	√	√	√	√
		Document review: KUD Sumber Bahagia	√	√	√	√
	12.00-14.00	Break/lunch	√	√	√	√
	14.00-17.00	Field visit and Interview with members: KUD Usaha Baru (15 members)	√	√	√	√
		Document review: KUD Usaha Baru	√	√	√	√
Friday 15/12/2017	08.00-12.00	Field visit and Interview with members: KUD Karya Bersama (20 members)	√	√	√	√
		Document review: KUD Karya Bersama	√	√	√	√
	12.00-14.00	Break/lunch	√	√	√	√
	14.00-17.00	Document review: Scheme Smallholder Management	√	√	√	√
Saturday 16/12/2017	08.00-10.00	Document review: Ukui I Mill, Ukui Estate and Scheme Smallholder	√	√	√	√
	10.00-11.00	Report Writing, Auditor Discussion & Preparation	√	√	√	√
	11.00-12.00	Closing Meeting	√	√	√	√

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Date	Time	Subjects	EP	MJ	EW	NM
			PRSCO - LA/ General/ Mill/SCC	PRSCO - OHS/ HCV	PRSCO- EMS/ BAP	PRSCO - SA/ Legal
	13.00-	Traveling Site – Pekanbaru - Jakarta				√
Sunday 17/12/2017		Break onsite	√	√	√	√

Section 3: Assessment Findings

3.1 Details of audit results are provided in the following Appendix:

- PT Inti Indosawit Subur Time Bound Plan
- RSPO Supply Chain Certification Checklist November 2014
- RSPO P&C INA-NIWG 2016 Checklist

3.2 Progress against Time Bound Plan

Time Bound Plan		
Requirement	Remarks	Compliance
Summary of the Time Bound Plan		
Does the plan include all subsidiaries, estates and mills?	PT. Inti Indosawit Subur has explained the certification plan for all of its subsidiaries; indicating all palm oil mills, company-owned estates and scheme smallholder as the supply base.	Comply
Have all the estates and mills certified within five years after obtaining RSPO membership?	There is remaining mill and estate that has not certified yet, PT Mitra Unggul Pusaka – Segati POM and supply bases. The unit has gone through the RSPO Stage 2 certification audit in 2014, however it was not succeed. The company's sustainability team has conducted latest RSPO internal audit on 25 – 31 October 2017. The company is working to close nonconformities and planned to go for certification in 2018.	Comply
Is the time bound plan challenging? <ul style="list-style-type: none"> • Age of plantations. • Location. • POM development • Infrastructure. • Compliance with applicable law. 	The time bound plan is challenging. PT. Inti Indosawit Subur demonstrate progress overtime. The age of plantation was generally mature. All of plantation has been incorporated with palm oil mill to process the FFB produced. The location of plantation was covering three provinces in Sumatera Utara Province, Riau Province and Jambi Province – Indonesia.	Comply
Have there been any changes since the last audit? Are they justified?	No changes.	Comply
If there have been changes, what circumstances have occurred?	No, there have not.	Comply
Have there been any stakeholder comments?	No, there is no stakeholder comment related to timebound plan.	Comply

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Have there been any newly acquired subsidiaries?	There are no newly acquired subsidiaries.	Comply
If yes, have the newly acquisitions certified within a three-year timeframe?	There are no newly acquired subsidiaries.	Comply
Have there been any isolated lapses in implementation of the plan?	No isolated lapses. Company managed to demonstrate commitment to certify all of palm oil mill and supply base.	Comply
Un-Certified Units or Holdings		
No replacement after dates defined in NIs Criterion 7.3: <ul style="list-style-type: none"> • Primary forest. • Any area required to maintain or enhance HCVs in accordance with RSPO P&C criterion 7.3. 	In area where BSI conducted audit, there are no replacement/conversion of primary forest or HCV after November 2005.	Comply
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	There is no new planting after January 1 st , 2010.	Comply
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 2.2, 6.4, 7.5 and 7.6.	No more land compensation.	Comply
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3.	No labor dispute noted. This was based on stakeholder interview with worker union in each unit. Furthermore, audit team found that there is no labor dispute as well based on stakeholder interview with "Dinas Tenaga Kerja" in each regency audited.	Comply
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	No, there is no legal non-compliance addressed. There is no systematic failures to process with implementation.	Comply
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Yes, the company's sustainability team has conducted latest RSPO internal audit in uncertified unit on 25 – 31 October 2017. Positive assurance statement been produced, e.g.: <ul style="list-style-type: none"> • There was no new planting since January 2010 so there was no replacement of primary forest or any area identified as containing HCV or required to maintain or enhance HCV. 	Comply

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	<ul style="list-style-type: none"> • There were no land conflict and labour disputes. • There was no non-compliance with regulations based on internal gap analysis. 	
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3.3 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification?	All scheme smallholders associated to PT Inti Indosawit Subur – Ukui I Palm Oil Mill have been comply with the standard	Comply

3.4 Details of findings

The nonconformity is listed below. The summary report of the assessment by criteria is listed in Appendix A.

During this 2nd Annual Surveillance Assessment there were three (3) Major & four (4) Minor nonconformities raised. PT Inti Indosawit Subur – Ukui I Palm Oil Mill Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment. The implementation of the Corrective Actions for the Major Nonconformity(ies) has been verified for it effectiveness and closed accordingly.

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1569379-201712-M1	Clause & Category (Major / Minor)	4.4.2 Major
Date Issued	16 Dec 2017	Due Date	16 Feb 2018
Closed (Yes / No)	Yes	Date of nonconformity Closure	12 Feb 2018
Statement of Nonconformity:	Protection of water courses including maintaining and restoring appropriate riparian and buffer zones at Kebun Plasma Ukui cannot be demonstrated.		
Requirement Reference:	RSPO P&C INA NI indicator 4.4.2		

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	Protection of water courses and wetlands, including maintaining and restoring appropriate riparian and other buffer zones (refer to national best practice and national guidelines) shall be demonstrated.
Objective Evidence:	<ul style="list-style-type: none"> - Audit team noted that there was fertilizer (RP) application near to waterways in Kavling 4782, KT 284, KUD Sumber Bahagia. In fertilizer application policy of Kebun Plasma Ukui (disseminated on 30 October 2017) and Memorandum No.132/ES-KLU/EXT/2/2017 dated 12 February 2017, stated that Palm tree near to waterways or ditch < 3 meters is prohibited for fertilizer application. - During field visit in Kavling 269 KT 13, KUD Karya Bersama found a chemical weeding (spraying) activity near to waterways. In weeds control policy of Kebun Plasma Ukui (disseminated on 30 October 2017) and Memorandum No.132/ES-KLU/EXT/2/2017 dated 12 February 2017, stated that Palm tree near to waterways or ditch < 3 meters is prohibited for herbicide application. - There is a landslide (erosion) of ditch wall in Kavling 4782, KT 284, KUD Sumber Bahagia and KUD Bina Usaha Baru (bridge) however there is no apparently attempt (action taken) to minimize the soil erosion on the ditch wall.
Corrections:	<ul style="list-style-type: none"> - Give warning to Smallholder of Kavling 4782, KT 284, KUD Sumber Bahagia who conducted fertilizer application near waterways. - Give warning to Smallholder of Kavling 269, KT 13, KUD Karya Bersama who conducted chemical weeding (spraying) near waterways. - Installation of "crucuk" (erosion anchor), making pile and planting "waru" (Hibiscus similis) and "ketapang" (Terminalia catappa) tree at the side of waterways around the bridge of KUD Bina Usaha Baru area.
Root Cause Analysis:	<ul style="list-style-type: none"> - Smallholder member of Kavling 4782, KT 284 KUD Sumber Bahagia has not receive awareness regarding prohibition of fertilizer application near the waterways. - Smallholder members does not understood the boundary of spraying area, because there was no sign of waterways boundary. - Smallholder member of Kavling 4782, KT 284 KUD Sumber Bahagia has not receive understanding related water and soil conservation. - There was no vegetation planted to avoid soil erosion around bridge at at KUD Bina Usaha Baru.
Corrective Actions:	<ol style="list-style-type: none"> 1. Management of Ukui Plasma has conducted dissemination to farmer members related HCV, soil and water conservation, and good agriculture practice. Dissemination material was evident; HCV, soil and water conservation was focused on fertilizer and agrochemical application near the waterways; good agriculture practice focused on spraying activity must performed by TUS team from company worker and cannot be done by farmer themselves, prohibition of blanket spraying, FFB ripeness criteria, loose-fruit picking and importance of PPE. Dissemination held to members of KUD Karya Bersama on 8 Jan 2018, attended by 40 participants; KUD Sumber Bahagia on 10-11 Jan 2018, attended by 34 participants; KUD Usaha Baru on 31 Jan 2018, attended by 23 participants. 2. Management of Ukui Plasma has installed signboard "Batas Semprot" (spraying boundary) at minimum 3 meters from waterways. There are 2 type of signboard, which is (1) Prohibition of fertilizer and agrochemical application at < 3 meters from waterways; and (2) signboard to mark the boundary area.

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	<p>3. Management of Ukui Plasma has installed erosion anchor, made pile and planted "waru" (Hibiscus similis) and "ketapang" (Terminalia catappa) tree at the side of waterways around the bridge of KUD Bina Usaha Baru area.</p> <p>4. Management of Ukui Plasma conducted monitoring of kavling (smallholder area) condition regarding weed condition, spraying results, waterways boundary, signboard condition, and condition of vegetation as erosion anchor. Records of monitoring presented in document "Monitoring Pemeriksaan Kavling Petani". During visit, result of monitoring can be demonstrated.</p>		
Assessment Conclusion:	Major NC closed on 12 Feb 2018		
Nonconformity			
NCR Ref #	1569379-201712-M2	Clause & Category (Major / Minor)	4.7.2 Major
Date Issued	16 Dec 2017	Due Date	16 Feb 2018
Closed (Yes / No)	Yes	Date of nonconformity Closure	12 Feb 2018
Statement of Nonconformity:	It was found inconsistency in HIRAC implementation, not all workers/contractors in Ukui I POM exposed to high risk working area/hazardous operation was provided with adequate and appropriate protective equipment.		
Requirement Reference:	<p>RSPO P&C INA NI indicator 4.7.2</p> <ul style="list-style-type: none"> - A documented risk assessment shall be available and its implementation shall be recorded. - All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers. 		
Objective Evidence:	<ul style="list-style-type: none"> - In the FFB sortation activities at loading ramp of Ukui I Palm Oil Mill, there were 4 sortation personnel who did not use appropriate gloves. - Found an FFB unloading personnel from local contractor (SPTI-Serikat Pekerja Transportasi Indonesia) was not using appropriate safety shoes. - Based on field visits at Kebun Plasma Ukui, it was found that workers did not use appropriate PPE as defined in HIRAC and the farmer's "Buku Panduan dan Catatan", e.g. at Kavling 2435 - KT 104, KT 123, KUD Sumber Bahagia, FFB loading and weighing worker were not wearing helmet and safety shoes; and Kavling 934, KT 05, KUD Karya Bersama, harvester was not wearing helmet. 		
Corrections:	<ul style="list-style-type: none"> - Replacing hand gloves of workers at FFB sortation station. - Providing safety shoes at security office to be temporary wear by SPTI worker. - Replacing broken helmet and safety shoes of smallholder at Kavling 2435 - KT 104 and KT 123 of KUD Sumber Bahagia and Kavling 934, KT 05, KUD Karya Bersama with the new ones. 		
Root Cause Analysis:	<ul style="list-style-type: none"> - Workers at FFB sortation have not receive awareness regarding the risk of working at sortation area. - Workers of SPTI (Serikat Pekerja Transportasi Indonesia) have not receive awareness regarding the risk of FFB unloading activity. 		

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	<p>- During surveillance audit, helmet and safety shoes of FFB loading and weighing worker at Kavling 2435 - KT 104 and KT 123 of KUD Sumber Bahagia; and helmet of FFB harvester at Kavling 934, KT 05, KUD Karya Bersama were broken. The smallholders have not receive awareness that they can ask for replacement to KUD directly after broken.</p>		
Corrective Actions:	<ol style="list-style-type: none"> 1. PT Inti Indosawit Subur - Ukui I Palm Oil Mill has replaced safety equipment (hand gloves) of workers at FFB sortation area on 21 Jan 2018 and 9 Feb 2018. Handover of PPE were evident by "Tanda Terima APD PMKS Ukui I". The company has also conduct awareness/dissemination on 3 Jan 2018 to workers at FFB sortation, regarding HIRAC and the importance of using appropriate PPE. Dissemination attended by 8 workers, attendance list and photograph of dissemination were evident. 2. PT Inti Indosawit Subur - Ukui I Palm Oil Mill has conducted dissemination to security officer on 10 Jan 2018, attended by 9 security officer, regarding HIRAC and the importance of wearing PPE (safety shoes) for all personnel entering FFB receiving station. The company has also provide safety shoes in the security office to be wear by SPTI worker if they are not wearing appropriate safety shoes. Security officer ensure that all personnel entering the mill has wear appropriate PPE. 3. Management of Ukui Plasma has provided new helmet and safety shoes to replace the broken ones. Handover of PPE from Ukui Plasma management to KUD and from KUD to harvester, loading and weighing workers were evident, e.g. handover in KUD Sumber Bahagia conducted on 6 Jan 2018. Ukui Plasma management conducted monitoring of PPE during harvesting, weighing and loading activity; if there is mviolation regarding PPE, the worker will be given warning by Ukui Plasma management based on SOP regarding sanction of SOP violation. 		
Assessment Conclusion:	Major NC closed on 12 Feb 2018		
Nonconformity			
NCR Ref #	1569379-201712-M3	Clause & Category (Major / Minor)	E.5.1 Major
Date Issued	16 Dec 2017	Due Date	16 Jan 2018
Closed (Yes / No)	Yes	Date of nonconformity Closure	15 Jan 2018
Statement of Nonconformity:	Ukui I POM has recorded all receipts of certified and non certified FFB and deliveries of RSPO certified CPO and PK in "Book Keeping", however lack of record regarding sales of certified oil palm product.		
Requirement Reference:	RSPO SCC Standard Clause E.5.1 a) The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis. b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO. c) The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)		
Objective Evidence:	The company cannot demonstrated record of sales of RSPO certified product,		

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	other scheme certified product, and non certified product.		
Corrections:	Give information to the respective mill regarding D/O allocation which used as RSPO certified, other scheme certified or non-certified product.		
Root Cause Analysis:	Recapitulations of PK sales are made by Logistic Department at Head Office Medan based on Delivery Order (D/O) allocation from the Mill. Until the ASA2 sales data was not informed to the Mill as cross check.		
Corrective Actions:	<ol style="list-style-type: none"> 1. PT Inti Indosawit Subur - Ukui I Palm Oil Mill has demonstrated records of RSPO certified product sales, other scheme certified product sales and non-certified product sales for period January to December 2017, on 12 Jan 2018. RSPO Certified CPO sales is 766 MT and certified PK is 11,541 MT; other scheme certified (ISCC) CPO is 43,713 MT and other scheme certified PK is 0; and no certified product sold as non-certified. 2. KTU of PT Inti Indosawit Subur - Ukui I Palm Oil Mill ensures that shipment data of CPO and PK which involve D/O from Ukui I Palm Oil Mill to be crosscheck with daily report and Mass Balance report. 		
Assessment Conclusion:	Major NC closed on 15 Jan 2018		
Nonconformity			
NCR Ref #	1569379-201712-N1	Clause & Category (Major / Minor)	4.1.2 Minor
Date Issued	16 Dec 2017	Due Date	Next Audit
Closed (Yes / No)	No	Date of nonconformity Closure	Next Audit
Statement of Nonconformity:	The Group Management has uses "Buku Panduan dan Catatan" as guidance and to record all activities performed at farmers area. Noted that loose fruit must be all picked and circle spraying has been done 2 cycle in this year, however during field observation in several sample found lack of consistency.		
Requirement Reference:	RSPO P&C INA NI indicator 4.1.2 4.1 Operating procedures are appropriately documented, consistently implemented and monitored. 4.1.2 A mechanism to check consistent implementation of procedures shall be in place.		
Objective Evidence:	During field observation found that: <ol style="list-style-type: none"> 1. Circle condition are weedy, at: <ul style="list-style-type: none"> - Kavling 2681, KT 121, KUD Sumber Bahagia - Kavling 2544, KT 110, KUD Sumber Bahagia - Kavling 6384, KT 307, KUD Usaha Baru 2. Blanket spraying, at: <ul style="list-style-type: none"> - Kavling 2406, KT 116, KUD Sumber Bahagia - Kavling 2418, KT 106, KUD Sumber Bahagia - Kavling 2484, KT 105, KUD Sumber Bahagia 3. Loosefruit are not picked after more than 2 days harvesting, at: <ul style="list-style-type: none"> - Kavling 2435, KT 104, KUD Sumber Bahagia - Kavling 2363, KT 103, KUD Sumber Bahagia - Kavling 2074, KT 117, KUD Sumber Bahagia - Kavling 6447, KT 308, KUD Usaha Baru - Kavling 6448, KT 308, KUD Usaha Baru - Kavling 6450, KT 304, KUD Usaha Baru 		

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	<ul style="list-style-type: none"> - Kavling 6361, KT 306, KUD Usaha Baru - Kavling 242, KT 09, KUD Karya Bersama - Kavling 878, KT 112, KUD Karya Bersama 		
Corrections:	<ul style="list-style-type: none"> - Weedy circle condition at Kavling 2681, Kavling 2544 and Kavling 6384 has been controlled by circle and path spraying activity conducted by TUS team. - Give warning to smallholder of Kavling 2406, Kavling 2418 and Kavling 2484 who conduct blanket spraying. - Loosefruit left at Kavling 2435, Kavling 2363, Kavling 2074, Kavling 6447, Kavling 6448, Kavling 6450, Kavling 6361, Kavling 242 and Kavling 878 has been picked up. 		
Root Cause Analysis:	<ul style="list-style-type: none"> - Late of spraying round by TUS team. - Smallholder member performed self spraying because they were not patience to wait spraying by TUS team. - The smallholders have not receive awareness regarding financial lost if not picking up all loosefruit. 		
Corrective Actions:	<ul style="list-style-type: none"> - Conducted dissemination to smallholder regarding weed control and "Monitoring kondisi kapling" (area monitoring). - Conducted smallholder area monitoring and implementation of sanction based on Scheme Smallholder SOP. - Conducted dissemination to the farmers regarding financial loss if they don't pick up all loose fruit in harvesting. Dissemination held to members of KUD Karya Bersama on 8 Jan 2018, attended by 40 participants; KUD Sumber Bahagia on 10-11 Jan 2018, attended by 34 participants; KUD Usaha Baru on 31 Jan 2018, attended by 23 participants. 		
Assessment Conclusion:	The company has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.		
Nonconformity			
NCR Ref #	1569379-201712-N2	Clause & Category (Major / Minor)	5.1.3 Minor
Date Issued	16 Dec 2017	Due Date	Next Audit
Closed (Yes / No)	No	Date of nonconformity Closure	Next Audit
Statement of Nonconformity:	The company has documented environment monitoring plan, however there is an inconsistency of its implementation and report.		
Requirement Reference:	RSPO P&C INA NI indicator 5.1.3 Environment monitoring plan document, its implementation report, and the corrective plan (if non-conformance arised from the monitoring result) shall be available. This plan is reviewed on two-yearly basis.		
Objective Evidence:	<ul style="list-style-type: none"> - The company has analyzed surfaced water quality according to "RKL-RPL" in March 2017 by "UPT Pengujian Material Dinas PU dan Penataan Ruang". However there is no further explanation of surface water quality monitoring in the RKL-RPL report and no trend evaluation against the analysis report. - The company has RKL-RPL Matrix which stated activities to monitor the community economic condition, community anxiety, community health problems which conducted by interview with labor, public figure, community and village official. However there is lack of evidence that interview has been done, lack of interview result attached in the report. 		
Corrections:	- Conducted evaluation and analysis based on water quality analysis results,		

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	<p>then included in the "Laporan Pelaksanaan Izin Lingkungan" report period July - December 2017.</p> <ul style="list-style-type: none"> - Conducted evaluation and analysis based on result of economic condition, community anxiety and community health monitoring result, then included in the "Laporan Pelaksanaan Izin Lingkungan" report period July - December 2017. 		
Root Cause Analysis:	<ul style="list-style-type: none"> - Results of water quality analysis has been attached in the "Laporan Pelaksanaan Izin Lingkungan" report, however it has not been evaluated yet therefore further explanation is not included yet in the "Laporan Pelaksanaan Izin Lingkungan" report. - Monitoring result of economic condition, community anxiety and community health has not been included in the "Laporan Pelaksanaan Izin Lingkungan" because the analysis and evaluation is not been done yet. 		
Corrective Actions:	<p>The company aware that all monitoring content of "Laporan Pelaksanaan Izin Lingkungan" report must refer to determined RKL - RPL matrix. The next periodical report will include evaluation and analysis result of surface water quality including its further explanation, and evaluation and analysis result of economic condition, community anxiety and community monitoring.</p>		
Assessment Conclusion:	<p>The company has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.</p>		
Nonconformity			
NCR Ref #	1569379-201712-N3	Clause & Category (Major / Minor)	5.2.4 Minor
Date Issued	16 Dec 2017	Due Date	Next Audit
Closed (Yes / No)	No	Date of nonconformity Closure	Next Audit
Statement of Nonconformity:	<p>The company has performed continuous monitoring documentation and report regarding the status of the RTE and HCVs, however there is no feedback and follow-up on the improvement of the management plan.</p>		
Requirement Reference:	<p>RSPO P&C INA NI indicator 5.2.4</p> <p>Once the management plan is prepared, continuous monitoring documentation and report regarding the status of the RTE and HCVs are affected by the operations of the plantation and palm oil mill shall be available, and the results of monitoring are to be used to follow-up on the improvement of the management plan.</p>		
Objective Evidence:	<p>The company has prepared conservation management plan dated 12 September 2017, however some of the plan is not relevant with the actual implementation, such as:</p> <ul style="list-style-type: none"> - Renewal Agreement letter "Nota Kesepahaman" with Pemangku Adat Petalangan No. 001/EM-KUK/NKPB/05/10 tentang Pengelolaan bersama hutan lindung Blok I-B89 serta Sungai dan Sempadan Sungai Pematang (expired June 2012). The Agreement letter has been issued since 2012. - Riparian restoration program, the actual condition is there is no longer restoration activity since 2016-2017. - Based on the monitoring result and HCV assessment result, some RTE species were identified, however there is no management plan to maintain and enhance the RTE species. 		

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Corrections:	<ul style="list-style-type: none"> - Deleted all activities of renewal agreement letter with Pemangku Adat Petalangan and riparian restoration program from the Conservation Management Plan document. - Added activities to maintain and enhance RTE species identified in the Conservation Management Plan document. 		
Root Cause Analysis:	<ul style="list-style-type: none"> - Activities that has been performed and expired were included again in the Conservation Management Plan document. - The conservation officer has not received awareness that monitoring result shall be consider or added in the Conservation Management Plan. 		
Corrective Actions:	The company conducts evaluation of Conservation Management Plan annually to evaluate whether a program has been obsolete, unfinished or continuous. Carry out awareness training to Conservation Officer related Conservation Management Plan and its monitoring.		
Assessment Conclusion:	The company has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.		
Nonconformity			
NCR Ref #	1569379-201712-N4	Clause & Category (Major / Minor)	5.6.3 Minor
Date Issued	16 Dec 2017	Due Date	Next Audit
Closed (Yes / No)	No	Date of nonconformity Closure	Next Audit
Statement of Nonconformity:	Regular greenhouse gas emission calculation using appropriate method is lacking.		
Requirement Reference:	RSPO P&C INA NI indicator 5.6.3 A monitoring plan and results of regular reporting on emission and pollutants from estate and mill operations using appropriate methods, shall be available.		
Objective Evidence:	The company cannot demonstrate regular greenhouse gas emission calculation using appropriate method (RSPO PalmGHG calculator version 3.0.1).		
Corrections:	Jakarta Regional Office sent the GHG calculation result to Ukui I Office by email on 5 Feb 2018.		
Root Cause Analysis:	Green House Gas (GHG) calculation (RSPO PalmGHG Calculator version 3.0.1) performed in Jakarta Regional Office, during surveillance audit Jakarta Regional Office has not sent the calculation result to Ukui I Office.		
Corrective Actions:	The company has provided GHG calculation result as attached in public summary report. The company has aware that GHG calculation result shall be available at Unit Office. Sustainability Officer has responsibility to communicate with Jakarta Regional Office to send the GHG calculation result, then keep in the document control. Pekanbaru dan Jakarta Regional Office will communicate with Unit Office if there is new regulation related to GHG calculation.		
Assessment Conclusion:	The company has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.		

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Positive Findings	
PF #	Description
PF 1	Company has built good relationship with stakeholder in the location including local government, community and worker union representative.

3.4.1 Status of Nonconformities Previously Identified and Observations

Non-Conformity			
NCR Ref #	1412027M1	Clause & Category (Major / Minor)	RSPO P & C Generic 2013 Indicator 4.6.5 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	31 Jan 2017
Statement of Nonconformity:	Lack of evidence that pesticides (paraquat/limited pesticides) only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label; in addition, appropriate safety and application equipment was not used in smallholder plantation.		
Requirement Reference:	RSPO P & C Generic 2013 Indicator 4.6.5 Pesticides shall only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label. Appropriate safety and application equipment shall be provided and used. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).		
Objective Evidence:	Based on field visit to smallholder plantation in KUD Sawit Subur (Kav. 1291), member of smallholder used or applied paraquat/limited pesticides by themselves without completed the necessary training and appropriate PPE.		
Corrective Actions:	Scheme manager has issued Circular Letter no. 182/ES-KLU/EXT/12/2016 and disseminated to all KUD, on the letter stated that farmer are restricted to do spraying activity by themselves and spraying only conducted by TUS team that provided by company. TUS team has been trained for pesticide/herbicide application including limited pesticide and they have equipped with adequate and appropriate PPE by company. Company will conducted continuously socialization and awareness to all farmer members of smallholder/KUD and included in work program " team unit semprot".		
Assessment Conclusion:	During this ASA-2 audit, the Ukui Plasma management has conducted smallholder area monitoring and implementation of sanction based on Scheme Smallholder SOP. All chemical spraying consistently performed by TUS team. Major NC remains closed		
Non-Conformity			
NCR Ref #	1412027M2	Clause & Category (Major / Minor)	RSPO P & C Generic 2013 Indicator 4.6.6 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	31 Jan 2017
Statement of Nonconformity:	KUD has established the mechanism to hazardous waste management, including handling the empty chemical containers. The procedure mentioned all pesticide containers shall be properly disposed in hazardous waste storage permit, however audit team found a lack of knowledge in handling and disposal of empty pesticide		

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	container according to those procedure.		
Requirement Reference:	RSPO P & C Generic 2013 Indicator 4.6.6 Storage of all pesticides shall be according to recognised best practices. All pesticide containers shall be properly disposed of and not used for other purposes (see Criterion 5.3).		
Objective Evidence:	Based on interview and field visit at KUD Bina Sejahtera in KT. 89, it was found that the parcel owner cannot demonstrate knowledge on pesticide handling and proper disposed empty container pesticides.		
Corrective Actions:	Scheme manager has issued Circular Letter no. 182/ES-KLU/EXT/12/2016 and disseminated to all KUD, on the letter stated that farmer are restricted to do spraying activity by themselves and spraying only conducted by TUS who have been trained and have an adequate knowledge and best practise related to pesticide/herbicide spraying. Company will conducted continuously socialization and awareness to all farmer members of smallholder/KUD and included in work program " team unit semprot".		
Assessment Conclusion:	During this ASA-2 audit, demonstrated that storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. Empty chemical containers had been used for mixing chemicals for spraying pesticides in the field. During field visit in farmer plots, it was found that spraying worker using PPE appropriately. Pesticides applied is handling by Team TUS (Tim Unit Semprot) PT IIS – Ukui I. Major NC remains closed		
Non-Conformity			
NCR Ref #	1412027N1	Clause & Category (Major / Minor)	RSPO P & C Generic 2013 Indicator 4.7.6 Minor
Closed (Yes / No)	Yes	Date of nonconformity Closure	15 Dec 2017
Statement of Nonconformity:	KUDs were not able to demonstrate that all employees have provided with medical care, and covered by accident insurance, both BPJS Kesehatan and BPJS Ketenagakerjaan.		
Requirement Reference:	RSPO P & C Generic 2013 Indicator 4.7.6 All workers shall be provided with medical care, and covered by accident insurance.		
Objective Evidence:	Based on verification of employee document and interview with KUD member (KUD Bina Sejahtera, KUD Sawit Subur and KUD Bakti), it cannot demonstrate that all employees have provided with medical care, and covered by accident insurance, both BPJS Kesehatan and BPJS Ketenagakerjaan.		
Corrective Actions:	KUD has identified employees who have registered in BPJS program personally and employees who have not been registered in BPJS program. KUD facilitate the employee to be registered in BPJS program. During audit it demonstrated "Daftar Pemotongan BPJS Kesehatan Karyawan KUD" and "Sertifikat Kepesertaan BPJS Ketenagakerjaan" of KUD Binas Sejahtera, KUD Sawit Subur and KUD Bakti. It also demonstrated "Surat Kesepakatan Bantuan Akibat Kecelakaan Kerja Kepada Petani/Pekerja" as additional insurance for occupational accident.		
Assessment Conclusion:	Based on above mentioned evidence audit team conclude that this minor non conformity is closed on 15 December 2017.		

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Observation	
OBS #	Description
1 - 2016	<p>It nice to consider to periodically maintained the HGU Pegs from weeds in adequate period to ensure the condition and visibility.</p> <p>Assessment Conclusion: The Company has pperiodic rogram to consistently monitored the HGU pegs every 6 months. The program is to check the pegs condition, location, and environment, and also to take immediate action if the monitoring result is abnormal, e.g. weedy condition. The monitoring results presented in "Buku Monitoring Pemeriksaan Patok Batas" which described pegss number, condition, position and maintenance recommendation, for example:</p> <ol style="list-style-type: none"> The result of HGU pegs monitoring dated 24 June 2017 in Division 1 there are 9 HGU pegs, 5 stakes of which require cleaning. The result of HGU pegs monitoring dated 27 June 2017 in Division 3 there are 4 HGU pegs, all in good condition. The result of HGU pegs monitoring dated 26 June 2017 in Division 4 there are 6 HGU pegs, all in good condition. The result of HGU pegs monitoring dated 28 June 2017 in Division 5 there are 35 HGU pegs, all in good condition. <p>Based on field observation at Division 1 and 2 shows that all 3 verified pegs are in good condition, identity are readable and maintained. Those 3 pegs are as follows:</p> <ol style="list-style-type: none"> HGU peg No. 14, Block B16l, Division 2, GPS coordinate 00° 11' 43.16" S and 102° 05' 40.98" E. HGU peg No. 11, Block B16k, Division 2, GPS coordinate 00° 11' 14.84" S and 102° 05' 53.17" E. HGU peg No. 01, Block A88a, Division 1, GPS coordinate 00° 10' 45.17" S and 102° 02' 43.23" E.
Observation	
OBS #	Description
2 - 2016	<p>Based on result of public consultation with WWF, the company consider to improve the understanding of farmers (KUD members) on management about the status of RTE species, especially <i>Elephas maximus Sumatrae</i> to avoid a conflict with communities towards replanting activity.</p> <p>Assessment Conclusion: During this assessment Ukui Smallholder Manager has defined the SOP for individual members to report on threats to HCVs and presence of RTE species in the procedure "Konflik Dengan Satwa Yang Dilindungi No. 015/DOK/SOP/PT.KLU-AA/2016" dated 2 December 2016.</p> <p>Each individual member shall be identified and observe the RTE species in their kavling. Each member notes the presence of RTE species in their "Buku Panduan dan Catatan Petani", the report was delivered to Ukui Smallholder Manager and forward to official of "BKSDA Riau". If the RTE species was Sumateran Elephant, Smallholder Manager shall coordinated with BKSDA Riau and WWF Flying Squad to handle and prevent the conflict between human and animal.</p>
Observation	
OBS #	Description
3 - 2016	<p>Based on result of consultation with Agriculture Agency and Member of KUD, the company consider to carry out the deep evaluation of positive and negative impact related to replanting program would involve all KUD.</p>

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	<p>Assessment Conclusion: The company has conducted more in-depth evaluation related positive and negative impacts of the replanting program by involving farmer groups and KUDs. As result, to minimize the impact of replanting, the company has continually give understanding to the farmers/smallholders that replanting program aims to increase the income of farmers by increasing the oil palm productivity, replanting program are now done since the FFB productivity of old plants are decreasing. For smallholders whose land is planned for replanting, the company has provided regular training such as:</p> <ul style="list-style-type: none"> • Catfish farming and its marketing, in cooperation with IPB alumnus. • Integrated farming (Dragon Fruit Cultivation and Feed), in cooperation with Ir. Gembong from CV Pandawa Jogjakarta. • Mushroom cultivation from BLK Malang. <p>Dissemination regarding replanting has been done to the surrounding communities, for example:</p> <ol style="list-style-type: none"> a. Dissemination of replanting program on 15 August 2017 at Air Emas Village. b. Dissemination of replanting program on 27 September 2017 at Silikuan Hulu Village. c. Dissemination of replanting program on 28 September 2017 at Lubuk Kembang Sari Village. d. Dissemination of replanting program on 29 September 2017 at Tri Mulya Jaya Village. e. Dissemination of replanting program on 30 September 2017 at Bukit Gajah Village.
Observation	
OBS #	Description
4 - 2016	<p>It nice to consider to periodically checking the adequate and appropriate used the protective equipment in UKUI 1 POM.</p> <p>Assessment Conclusion: Based on interview with spraying workers during this assessment, evident that all of them has a good knowledge regarding the pesticide usage and its material usage and toxicity. All the workers has used the personal protective equipment meet with the safety rules and work instruction such as: Apron, safety goggles, chemical masker, hand gloves and safety shoes. All precautions attached to the products properly observed, applied, and understood by workers. Mandor as person in charge to check the workers usage of appropriate PPEs was well monitored in each spraying job.</p> <p>However during this assessment it was found inconsistency against adequate and appropriate used the protective equipment as mentioned in Major NCR 1569379-201712-M2 (indicator 4.7.2):</p> <ul style="list-style-type: none"> - In the FFB sortation activities at loading ramp of Ukui I Palm Oil Mill, there were 4 sortation personnel who did not use appropriate gloves. - Found an FFB unloading personnel from local contractor (SPTI-Serikat Pekerja Transportasi Indonesia) was not using appropriate safety shoes. - Based on field visits at Kebun Plasma Ukui, it was found that workers did not use appropriate PPE as defined in HIRAC and the farmer's "Buku Panduan dan Catatan", e.g. at Kavling 2435 - KT 104, KT 123, KUD Sumber Bahagia, FFB loading and weighing worker were not wearing helmet and safety shoes; and Kavling 934, KT 05, KUD Karya Bersama, harvester was not wearing helmet.
Observation	
OBS #	Description
5 - 2016	<p>It nice to consider to consistency on checking/inspection the equipment of emergency situation. Such as Hydrant in UKUI 1 POM.</p> <p>Assessment Conclusion: During this assessment, the company has implemented Occupational Health and Safety Policy, that lined out in the Company Policy signed on 01/12/2014. Chapter 4 mentioned "...to determine</p>

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	<p>measurable objective and target to prevent accident and occupational disease for all worker and other interested parties, through continuous improvement". OHS Policy has been disseminated on 7 September 2017 in Ukui I Mill and 6 July 2017, 18 October 2017, 5 July 2017 and 31 October 2017 in Ukui Estate.</p> <p>Health and safety plan has been established in Program Management K3 – 2017 including Safety implementation (OHS Inspection, Training Program & Certification, Health Program, Emergency Respon Program). OHS inspection records were available, e.g.:</p> <ul style="list-style-type: none"> - Inspection Checklist of Fire Extinguisher dated 7 December 2017. - Inspection Checklist of Hydrant Box period December 2017.
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3.4.2 Summary of the Nonconformities and Status

CAR Ref.	CATEGORY (MAJOR/ MINOR)	ISSUED	STATUS & DATE (Closure)
AS01/2011/UkuiSH4.6.4	Major Smallholder	23/12/2011	Closed 20/02/2012
AS02/2011/UkuiSH6.5.1	Major Smallholder	23/12/2011	Closed 20/02/2012
AS01/2012/UkuiASA01 2.2.5	Minor	23/02/2012	Closed 09/02/2013
AS02/2012/UkuiASA01 6.1.2	Minor	23/02/2012	Closed 09/02/2013
AS03/2011/UkuiASA01 5.2.2	Minor Smallholder	23/02/2012	Closed 09/02/2013
AS04/2011/UkuiASA01 6.1.3	Minor Smallholder	23/02/2012	Closed 09/02/2013
A845131/1 2.1.1	Major	09/02/2013	Closed 02/04/2013
A845131/2 2.2.1	Major	09/02/2013	Closed 08/04/2013
A845131/3 4.8.2	Major	09/02/2013	Closed 02/04/2013
A845131/4 5.3.2	Major	09/02/2013	Closed 08/04/2013
A845131/5 6.3.1	Major	09/02/2013	Closed 08/04/2013
A845131/6 6.5.1	Major	09/02/2013	Closed 08/04/2013
A845131/7 4.6.2	Major Smallholder	09/02/2013	Closed 02/04/2013
A845131/8 E.1.1 SCC	Major SCC	09/02/2013	Closed 02/04/2013
A845131/9 E.3.1 SCC	Major SCC	09/02/2013	Closed 02/04/2013
A845131/10 E.5.1 SCC	Major SCC	09/02/2013	Closed 08/04/2013
A845131/1 4.1.4	Minor	09/02/2013	Closed 30/11/2013
A845131/2 4.4.2	Minor	09/02/2013	Closed 30/11/2013
A845131/3 4.7.5	Minor	09/02/2013	Closed 30/11/2013
A845131/4 4.7.8	Minor	09/02/2013	Closed 30/11/2013
A845131/5 4.7.10	Minor	09/02/2013	Closed 30/11/2013
A845131/6 4.6.6	Minor Smallholder	09/02/2013	Closed 30/11/2013
A845131/7 6.2.4	Minor Smallholder	09/02/2013	Closed 30/11/2013
A845131/8 6.10.3	Minor Smallholder	09/02/2013	Closed 30/11/2013
998107M17/ 5.3.2	Major	30/11/2013	Closed 30/01/2014

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998107N15/ 4.3.2	Minor	30/11/2013	Closed 10/01/2015
998107N14/ 6.5.1	Minor	30/11/2013	Closed 10/01/2015
1142537M1/ 5.3.2	Major	10/01/2015	Closed 28/02/2015
1142537M2/ 5.3.1	Major Smallholder	10/01/2015	Closed 02/03/2015
116878M1/ D.6.2	Major SCC	20/03/2015	Closed 06/04/2015
1168678N1/ 5.2.4	Minor	10/01/2015	Closed 15/01/2016
1284853N1/ 4.7.5	Minor	15/01/2016	Closed 02/12/2016
1284853N2/ 5.1.3	Minor	15/01/2016	Closed 02/12/2016
1284853N3/ 5.3.3	Minor	15/01/2016	Closed 02/12/2016
1284853N4/ 6.1.4	Minor	15/01/2016	Closed 02/12/2016
1412027M1/ 4.6.5	Major	05/12/2016	Closed 31/01/2017
1412027M2/ 4.6.6	Major	05/12/2016	Closed 31/01/2017
1412027N1/ 4.7.6	Minor	05/12/2016	Closed 15/12/2017
1569379-201712-M1 4.4.2	Major	16/12/2017	Closed 12/02/2018
1569379-201712-M2 4.7.2	Major	16/12/2017	Closed 12/02/2018
1569379-201712-M3 E.5.1	Major	16/12/2017	Closed 15/01/2018
1569379-201712-N1 4.1.2	Minor	16/12/2017	Open
1569379-201712-N2 5.1.3	Minor	16/12/2017	Open
1569379-201712-N3 5.2.4	Minor	16/12/2017	Open
1569379-201712-N4 5.6.3	Minor	16/12/2017	Open

3.5. Stakeholders Consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss PT Inti Indosawit Subur – Ukui I Palm Oil Mill Certification Unit’s environmental and social performance, legal and any known dispute issues.

Meetings were conducted with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and later was verified with the management team. Any comment which is not complying to the RSPO P&C requirements have been incorporated as an assessment finding.

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as below.

List of Stakeholders Contacted	
Internal Stakeholders 1. Komite Gender Ukui Grup (Gender Committee of PT Inti Indosawit Subur – Ukui Group). 2. Employee PT Inti Indosawit Subur – Ukui Group	Union/Contractors/Local Communities 1. Serikat Pekerja Seluruh Indonesia/SPSI Kebun Ukui, Kebun Soga, Pabrik Kelapa Sawit Ukui 1 dan Pabrik Kelapa Sawit Ukui 2 (Worker union of Ukui Estate, Soga Estate, Ukui 1 POM and Ukui 2

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	<p>POM).</p> <ol style="list-style-type: none"> Local community and village head of Silikuan Hulu dan Bagan Limau Villages. Employee Cooperative “Karya Bersama” official Local contractor (EFB transportation services)
<p>Government Departments</p> <ol style="list-style-type: none"> Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan (Manpower and Transmigration Office – Pelalawan Regency) Badan Lingkungan Hidup Kabupaten Pelalawan (Environmental Office – Pelalawan Regency) Dinas Kehutanan dan Perkebunan Kabupaten Pelalawan (Forestry and Plantation Service – Pelalawan Regency) Kantor Pertanahan Kabupaten Pelalawan (Land affairs office, Pelalawan Regency) 	<p>NGO</p> <p>WWF (Flaying Swap), Teso Nilo National Park</p>

IS #	Description
1	<p>Feedbacks: Dinas Perkebunan dan Kehutanan Kabupaten Pelalawan (Plantation and Forestry Agency of Pelalwan Regency)</p> <ol style="list-style-type: none"> In general, communication with the company has done well. PT Inti Indosawit Subur has owned Ijin Usaha Perkebunan (Plantation business permit) including revision for commodity change from rubber to oil palm, it is a government program in developing oil palm plantation PIR-Trans pattern. All HGU area of PT IIS are out of forest area since they have “Izin Pelepasan Kawasan Hutan” from Ministry of Forestry. PT IIS has established “Laporan Perkembangan Usaha Perkebunan – LPUP” and sent it to Dinas Perkebunan Kabupaten Pelalawan every 6 month. PT IIS has reported fire incident inside HGU area or around to Dinas Perkebunan Kabupaten Pelalawan. During period 2017 there was no fire incident inside or around HGU area of PT IIS. Noted that there is no land conflict reported between the company and the surrounding communities. <p>Management Responses: For the positive things that have been done will be be maintained and improved by the management to be better in the future.</p> <p>Audit Team Findings:</p> <ul style="list-style-type: none"> Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group related to plantation and forestry sector. Regarding issue raised by Plantation and Forestry Agency of Pelalawan Regency during previous assessment, that the agency has not received information related to the final settlement of the land dispute case in 2016. During this assessment the agency mentioned that communication between the company and the agency has been done well, and noted that there is no land conflict reported between the company and the surrounding communities in this one year period. Auditor conclude that the issue has been addressed.
IS #	Description
2	<p>Feedbacks: Dinas Tenaga Kerja Kabupaten Pelalawan (Manpower Agency of Pelalawan Regency).</p> <ol style="list-style-type: none"> In general PT IIS (Ukui Group) has built good communication with Dinas Tenaga Kerja Kabupaten

	<p>Pelalawan.</p> <p>b. PT IIS (Ukui Group) has comply with legislation and regulation related to manpower,e.g.:</p> <ul style="list-style-type: none"> - Company has registered all employee in health and social insurance program (BPJS Kesehatan and BPJS Ketenagakerjaan) including PHL (casual worker). - Company has equipped its employees with personal protective equipment (PPE) in accordance with the SOP. - Company has conducted periodic medical examinations for all workers. - Frequently conducted training related to OHS by involving the relevant agencies. - The company has had P2K3 organization structure (safety committee) and has been endorsed by Manpower and Transmigration Agency of Pelalawan Regency. - Company regularly has send documents "Mandatory Employment Report" including the number of PKWT (contract) workers. <p>c. During 2017 there was one case of industrial relationship which is in mediation process by Manpower Agency of Pelalawan Regency.</p> <p>d. Company has conducted an inspection of the machine/heavy equipment according to regulations.</p> <p>Management Responses:</p> <ul style="list-style-type: none"> - For the positive things that have been done will be be maintained and improved by the management to be better in the future. - Management acknowledge case industrial relationship which is in mediation process by Manpower Agency of Pelalawan Regency. <p>Audit Team Findings:</p> <p>Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group related to manpower and OHS management performance.</p>
IS #	Description
<p>3</p>	<p>Feedbacks:</p> <p>Badan Lingkungan Hidup Kabupaten Pelalawan (Environment Agency of Pelalawan Regency)</p> <p>a. PT IIS (Ukui Group) consistently sends the Report of environmental management and monitoring every six (6) months, hazardous waste (LB3) management reports every 3 months and land application monitoring report every 3 months.</p> <p>b. During 2017 there were no report from public related to environmental pollution caused by operational of PT IIS (Ukui Group). However there was 1 complaint from NGO related company must pay attention during replanting activity in smallholder area especially in protection of riparian area.</p> <p>c. The company has developed the utilization of wastewater for electricity (Biogas Plant) and have had the Environmental Permit..</p> <p>Management Responses:</p> <ul style="list-style-type: none"> - For the positive things that have been done will be be maintained and improved by the management to be better in the future. - Management acknowledge complaint from one of NGO, and will improve in maintaining riparian area. <p>Audit Team Findings:</p> <p>Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group related to environment management and monitoring performance.</p>
IS #	Description
<p>4</p>	<p>Feedbacks:</p> <p>Perangkat Desa Silikuan Hulu dan Bagan Limau (Local communities and vilagers)</p> <p>a. Generally the communication between the village government or local community and company has going well.</p> <p>b. The company has always responded to each problem or issue submitted by government officials from village and surrounding communities.</p> <p>c. The Company has realized a CSR program to the local community and involve them in the CSR program planning process in each village. However, need more intensive communication to make it harmonize with ADD program.</p> <p>d. Surrounding communities feels positive due to benefits from the presence of the company, for</p>

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	<p>example a support for the maintenance of road infrastructure, public health, education and community economic development (trainings on productive enterprises).</p> <p>e. The process of preparing CSR program needs to be better communicated with the respective village governments based on the proposal or the productive enterprise development plan.</p> <p>f. There was complaint from residents of Silikuan Hulu Village related to the price of independent FFB why is different from Smallholder FFB, and why the price of FFB is fluctuating, especially before holyday FFB price tends to fall.</p> <p>g. There was perception from Silikuan Hulu residence that replanting cost standard is considered too expensive for communities (IDR 62,000,000/Ha).</p> <p>h. The Company emphasize CSR programs for 10 points of CSR activities that have been agreed in 2010.</p> <p>i. There has never been a report from the community working in the company related to forced labor practices by the company.</p> <p>j. Employees working at PT IIS (Ukui Group) have received the wages as determined by the government.</p> <p>k. Communities has understood the rules of the company prohibiting the acceptance of underage workers / child laborers.</p> <p>l. No reports from communities related to company operations that are contrary to labor regulations such as Labor Social Security, Protection of female workers, periodic health checks for all workers.</p> <p>m. There are no reports from the communities regarding the operations of the company that violate Human Rights, such as the Right to Organize and assemble, Conduct worship in accordance with beliefs, as well as other violation practices such as the use of mercenaries for the intimidation of workers and human trafficking.</p> <p>n. There have never been any reports from communities related to significant environmental pollution allegedly caused by the company's operations but the company needs to consider the road watering as it has become an agreed program (10 Point of Agreement in 2010) where it has only been done on the road in front of residential housing, other roads are not done so it still bothering people who passed the road.</p> <p>o. The Company has disseminated replanting plan to the smallholder farmers which is currently in negotiation process. There is no report of coercion by the company to follow the replanting program implemented by PT IIS.</p> <p>p. The company consider more serious regarding social impacts experienced by smallholders during replanting period, even though based on information the company has conducted training of productive business development to communities anticipating income decrease during replanting, because the greatest potential social impact felt by the communities is facing replanting period.</p> <p>Management Responses:</p> <ul style="list-style-type: none"> - The company continually give understanding to the independent FFB supplier that FFB price is depend on CPO and PK market price, the FFB price will decrease if the CPO market price is decreased. The company has also give understanding that the Smallholder have gone through RSPO certification audit and comply to the requirements and applicable regulation, therefore the price of FFB from smallholders is different from the independent farmer/supplier. - The company continually give understanding to the farmers/smallholders that replanting program aims to increase the income of farmers, replanting program are now done with since the FFB productivity of old plants are decreasing. For smallholders whose land is planned for replanting, the company has provided with training such as: <ul style="list-style-type: none"> • Catfish farming and its marketing, in cooperation with IPB alumnus. • Integrated farming (Dragon Fruit Cultivation and Feed), in cooperation with Ir. Gembong from CV Pandawa Jogjakarta. • Mushroom cultivation from BLK Malang - Dissemination regarding replanting has been done to the surrounding communities, for example: <ol style="list-style-type: none"> a. Dissemination of replanting program on 15 August 2017 at Air Emas Village. b. Dissemination of replanting program on 27 September 2017 at Silikuan Hulu Village.
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	<p>c. Dissemination of replanting program on 28 September 2017 at Lubuk Kembang Sari Village. d. Dissemination of replanting program on 29 September 2017 at Tri Mulya Jaya Village. e. Dissemination of replanting program on 30 September 2017 at Bukit Gajah Village.</p> <ul style="list-style-type: none"> - The smallholders whose land is in replanting are priority to be employed by the company. This was stated in the Agreement of cooperation between KUD and the Company related replanting. - Watering the road is done every day in the dry season. For watering the main road, due to limited vehicle for road watering, then regular road watering in priority is along the road that passes through the housing and residents. Other than that, watering will done with certain circumstances. <p>Audit Team Findings:</p> <ul style="list-style-type: none"> - The village head was never submit a complaint to the company directly and merely get complaints from citizens, it will be verified further during the next anual surveillance audit. - Based on the results of a public consultation with the Plantation Agency and Smallholder Farmers, the company has conducted a more in-depth evaluation related positive and negative impacts of the replanting program by involving farmer groups and KUDs. As result, to minimize the impact of replanting, the company has continually give understanding to the farmers/smallholders that replanting program aims to increase the income of farmers by increasing the oil palm productivity, replanting program are now done since the FFB productivity of old plants are decreasing. For smallholders whose land is planned for replanting, the company has provided regular training such as: <ul style="list-style-type: none"> • Catfish farming and its marketing, in cooperation with IPB alumnus. • Integrated farming (Dragon Fruit Cultivation and Feed), in cooperation with Ir. Gembong from CV Pandawa Jogjakarta. • Mushroom cultivation from BLK Malang.
IS #	Description
5	<p>Feedbacks: Gender Committee</p> <ul style="list-style-type: none"> a. Until now there has never been a report / complaint regarding sexual harassmt to female workers. b. The Company has undertaken efforts to protect the rights of female employees such as menstruation leave, maternity leave, special medical checks for female workers working in high risk types every 6 months and monthly pregnancy checks. c. The gender committee has understood the grievance mechanism as well as the protection of the identity of the complainant / wistleblower. d. The Company has provided Personal Protective Equipment (PPE) for all workers. e. The Company has provided adequate facilities for its employees such as housing, clean water, Electricity, toilets, Sanitation, School Bus, clinic, worship place (mosque and church). f. The Company has registered all its employees in health and social insurance (BPJS Kesehatan and BPJS Ketenagakerjaan) program, including PHL (casual workers). g. There has never been an incident of employee demonstration to management. h. The Company has provided wages in accordance with existing regulations. i. There is no indication of Human Rights violating by the company. j. There is no indication of forced labor or coercion. <p>Management Responses: For the positive things that have been done will be be maintained and improved by the management to be better in the future.</p> <p>Audit Team Findings:</p> <ul style="list-style-type: none"> - Audit team acknowledge the positive feedback. - The Company has disseminated procedure of Employees complaints: submission and settlement (SOP: AA-HR-3085.5 - R.0 dated 11 December 2009) to all employees of Ukui Estate and Ukui I Palm Oil Mill, e.g. in Ukui I POM on 12 September 2017 and Ukui Estate conducted on 17 September 2017. The procedure described the process of complaint. Complaint process was not only reported to Supervisor, but can be others, such as Labour Union and Gender Committee. When it needed confidentiality of complainant can be protected, it was found in company policy's that stated: "To


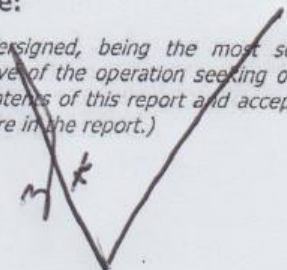
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	<p>provide appropriate information for those who inquiry it and to protect its confidentiality for whistleblower cases in accordance to law regarding environmental and social issue, food safety, health and safety work, so that it enables them to more participate to the decision making processes for improving company's performance...". Based on interviews with Gender Committee of Ukui I POM and Ukui Estate, workers and worker union show that they have understood the grievance mechanism according to the company policy of banning all acts of sexual harassment or violence against female workers.</p> <ul style="list-style-type: none"> - There is a gender committee, which have program to regularly meets in monthly basis, discussing general agenda and other issue related to handling sexual harassment and dissemination of sexual harassment prevention. The Gender Committee conduct monthly meeting to discuss issues which raised by members (if any), the last meeing of Gender Committee was conducted on 9 October 2017, there is no issues raised related gender, discrimination and/or harassment.
IS #	Description
<p>6</p>	<p>Feedbacks: Workers Union</p> <ul style="list-style-type: none"> a. The Company has realized Normative Rights of employees such as remuneration in accordance with applicable regulations, Allowance/THR, BPJS Program. b. Legally SPSI members is a labor consist of SKU labor and also staff however operationally SPSI also consider the problems that occur at the level of non permanent workers/PHL. c. Non permanent workers has had a Labour Agreement (SPK) with the company. d. Performance appraisals are conducted once a year as management considerations for evaluation, promotion and rotation. e. There is no indication that the company conducted discrimination against its workers. f. The company has provided Personal Protective Equipment (PPE) for all workers. g. The company has providing facilities for employees adequately for example housing, water, electricity, toilets, Sanitation, School Bus, clinics, places of worship. h. The Company has registered all the workers in BPJS program (Employment and Health BPJS) including PHL (non-permanent employees). i. There has never happened employees demonstration to the company management. j. The Company has provided wages in accordance with existing regulations. k. There is no indication of the company in violation of Human Rights. l. There is no indication of forced or coercive labor practice of work. m. "Lembaga kerjasama Bipartit (LKS Bipartit)"/Cooperation Institution has been established as a medium of communication between the company and employees. <p>Management Responses: For the positive things that have been done will be be maintained and improved by the management to be better in the future.</p> <p>Audit Team Findings: The company has maintained good management of occupational and social policy, all feedback from workers union are positive as well as previous assessment, audit team acknowledge the positive feedback.</p>
IS #	Description
<p>7</p>	<p>Feedbacks: Local Contractors (EFB Transporter and FFB Supplier)</p> <ul style="list-style-type: none"> a. As a basic for cooperation between local contractors and PT IIS, documented in Letter of Cooperation Agreement (SPK). The term of the agreement is valid for 3 months and can be renewed. b. Contractors are obliged to provide PPE and work tools and have a good understanding of Occupational Health and Safety. c. Job payments were made by a contract system d. The contractors has understood company policy related to business code of ethics, prohibition of employing children, using PPE, prohibition of sexual harassment, human rights policy, protection policy of protected, flora and fauna.

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<ul style="list-style-type: none"> e. FFB suppliers has a SPK (Working Agreement) which applicable for a period of 1 year. f. FFB payments are made according to time and price agreed upon. g. FFB price information is provided by PT IIS whenever there is a change. h. The source of FFB were comes from the yard of Bukit Jaya village. i. FFBs that do not meet the sorting requirements are returned to the FFB supplier (not processed by the Palm Oil Mill). j. FFB suppliers has understood company policy related to business code of ethics, prohibition of employing children, using PPE, prohibition of sexual harassment, human rights policy, protection policy of protected flora and fauna. k. The company does not receive FFB from illegal sources.
<p>Management Responses: For the positive things that have been done will be maintained and improved by the management to be better in the future.</p>
<p>Audit Team Findings:</p> <ul style="list-style-type: none"> - Audit team acknowledge the positive feedback from Local Contractors (EFB Transporter and FFB Supplier). - The company has maintained good management of empowering social-economic of surrounding community, all feedback from local contractor and cooperative are positive as well as previous assessment, audit team acknowledge the positive feedback.

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Formal Signing-off of Assessment Conclusion and Recommendation	
<p>The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that PT Inti Indosawit Subur – Ukui I Palm Oil Mill has complied with the RSPO P&C INA NI 2016, RSPO Supply Chain Certification Standard 2014 and audit criteria identified within the audit report. It is deemed that the management system continues to achieve its intended outcomes. Therefore, it is recommended that the certification of PT Inti Indosawit Subur – Ukui I Palm Oil Mill is continued.</p>	
Report prepared by	Acceptance of Assessment Conclusion
Name: Eko Purwanto	Name: Welly Pardede
Company Name: on behalf BSI Services Malaysia Sdn Bhd	Company Name: PT Inti Indosawit Subur
Title: Lead Assessor	Title: Head of Sustainability and CSR
Signature: 	Signature: <p><i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i></p> 
Date: 7 March 2018	Date: 09 / 03 / 2018 .

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance
Principle 1: Commitment to Transparency		
<p>Criterion 1.1: Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.</p>		
<p>1.1.1</p> <p>List of information related to criterion 1.2 that can be accessed by relevant stakeholders shall be available.</p> <p>- Minor compliance -</p>	<p>The company has established stakeholder list which updated annually by Public Relation. Last update performed in June 2017, consist of 37 stakeholders which related to company operation, as follows:</p> <ul style="list-style-type: none"> a. Government institution, consist of surrounding villages, District Head, and related agency of Pelalawan Regency (Dinas Lingkungan Hidup, Dinas, Perkebunan, Dinas Tenaga Kerja, BPN). b. Chairman of Koperasi Unit Desa (KUD) which under company scheme smallholder. c. Informal institution around the company, e.g. FK-KPPS, GWKAK, Worker Union and WKAK. d. NGO around the company. <p>The stakeholder list completed with name of chairman, address and contact number.</p> <p>List of information that can be access by public consist of 32 items, e.g.:</p> <ul style="list-style-type: none"> a. AMDAL (SEIA) documents b. Environment management and monitoring report c. Social Impact Assessment report d. License of palm oil mill machinery e. Dokumen of CSR Program realization f. FFB prices g. Safety Committee report h. Company Policy i. Continous improvement program. <p>Ukui Smallholder: The Smallholder Manager has determined type of documents which can be accessed by public, that covers:</p> <ul style="list-style-type: none"> a. Copies of Sertifikat Hak Milik (SHM) – land ownership certificate. b. Group Program c. HCV d. Standar Operational Procedure of Good Agriculture Practices. e. Social Impact Assessment (SIA). f. Social Activity Documents. 	<p>Comply</p>

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	g. Local Development Documents.	
<p>1.1.2</p> <p>Records of requests for information and responses to the information requested shall be available.</p> <p>- Major compliance -</p>	<p>The company has established procedure to handle stakeholder information request in "SOP Penanganan Permintaan Informasi Stakeholder" (SOP No. AA-GL-5008.1-RI, Rev. 1) dated 22 August 2011. The procedure described that information request can be receive by oral or written, or by representative of communities; the company will responded according to respective authorities, starts from Humas (public relation), Estate/Mill manager, Group Manager and Regional Office. The company has set time to respon information request, it is 14 working days.</p> <p>Record of information request and response/information logbook is maintained by company. Records of information are kept for minimum three (3) years. Below are seen and verified Sample:</p> <ul style="list-style-type: none"> a. Laporan Kegiatan P2K3 (Safety Committee report) Ukui I Palm Oil Mill Period Januari – March and April – June 2017, sent to Manpower Agency of Riau Province on 14 August 2017. b. Laporan Pelaksanaan UKL-UPL (Environment management and monitoring) Ukui I Palm Oil Mill period July – December 2016, sent to Environment Agency of Pelalawan Rgency on 23 March 2017. c. Laporan Pelaksanaan UKL-UPL (Environment management and monitoring) Ukui I Palm Oil Mill period January – June 2017, sent to Environment Agency of Riau Province on 28 August 2017. d. Laporan Pelaksanaan Land Aplikasi dan Pemanfaatan limbah padat (Land Application report) Ukui I Palm Oil Mill period April – June 2017, sent to Environment Agency of Pelalawan Rgency on 25 Agustus 2017. e. Laporan Pelaksanaan Land Aplikasi dan Pemanfaatan limbah padat (Land Application report) Ukui I Palm Oil Mill period bulan July - September 2017, sent to Environment Agency of Riau Province on 27 November 2017. f. Laporan Pengelolaan Limbah B3 (hazardous waste management report) period April – June 2017, sent to Environment Agency of Pelalawan Rgency on 11 August 2017. g. Laporan Perkembangan Usaha Perkebunan (Plantation Business Development Report) 	<p>Comply</p>

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		<p>period January – June 2017, sent to Plantatation Agency of Pelalawan Regency on 17 July 2017.</p> <p>Ukui Smallholder: All information request were documented in Logbook of “Kebun Plasma Ukui (KLU) Tahun 2017”. There were 10 information request in 2017, e.g.:</p> <ul style="list-style-type: none"> a. Information request submitted by Chairman of GWKAK on 29 September 2017 through letter No. 18/GWKAK/IX/2017 regarding request of fund deduction for maintenance of outside FFB access road, it has been responded by Group Manager on 29 September 2017 by forwarding the letter to Regional Office Pekanbaru. b. Information request submitted by KUD Bina Sejahtera on 15 September 2017 through letter No. 10/Pemdes/LKS/P/X/2017 regarding complaint of road condition that narrowed caused by trenching, and bridge condition that experiencing abrasion due to flooding, it has been responded by Group Manager, covers: <ul style="list-style-type: none"> - On 11 November 2017, conducted field observation of Lubuk Kembang Sari Bridge location. - On 13 November 2017, give respond through letter No. 116/ES-KLU/Ext/11/2017 responding several complaints of Lubuk Kembang Sari Village community. 	
<p>Criterion 1.2: Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</p>			
1.2.1	<p>Publicly available documents shall include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> a) Land titles/user rights (Criterion 2.2) b) Occupational health and safety plans (Criterion 4.7) c) Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8) d) HCV documentation (Criteria 5.2 and 7.3) 	<p>Company has a set of publicly available document. The provision of publicly available document segregates based on stakeholder category: Government, community and NGO: AMDAL document, RKL/RPL report, Social Impact Assessment, HCV identification and monitoring report, land permit (Izin Lokasi – location permit, Izin Prinsip – principle permit, HGU/land title certificate), environmental permit, palm oil mill machinery permits and licenses, safety committee report, plantation business progress report, conservation management plan document, environmental management program, corporate social responsibility/CSR documents, FFB price, forest and land fire fighting report, ground water use report, tax and retribution payment documents,</p>	Comply

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<p>e) Pollution prevention and reduction plans (Criterion 5.6)</p> <p>f) Details of complaints and grievances (Criterion 6.3)</p> <p>g) Negotiation procedures (Criterion 6.4)</p> <p>h) Continual improvement plans (Criterion 8.1)</p> <p>i) Public summary of certification assessment report</p> <p>j) Human Rights Policy (Criterion 6.13).</p> <p>- Major Compliance -</p>	<p>radio station permit, company policies, continuous improvement program, social procedures, hazardous waste handling report, POME land application permit and report, manpower report, employee's medical check up result, physical and chemical analysis of river water, land compensation report, public summary report.</p> <p>A number of documents are determined to be available for public, with approval from management:</p> <ol style="list-style-type: none"> 1. Laporan Pelaksanaan RKL-RPL setiap 6 bulan sekali (environmental management and monitoring report); 2. Laporan neraca limbah B3 setiap 3 bulan sekali (hazardous waste balance report); 3. Laporan limbah cair dan padat setiap periode 3 bulan sekali (solid and liquid waste report); 4. Laporan penggunaan air permukaan dan air bawah tanah setiap periode 1 tahun sekali (Underground and surface water usage report); 5. Laporan P2K3 setiap periode 3 bulan sekali (health and safety report); 6. Wajib lapor tenaga kerja setiap periode 1 tahun sekali (manpower report); 7. Laporan Perkembangan usaha perkebunan setiap periode 1 tahun sekali (plantation business progress report); 8. Laporan hasil monitoring high conservation value (high conservation value monitoring report); 9. Laporan pemantauan dan pencegahan kebakaran lahan setiap periode 6 bulan sekali (land fire monitoring and prevention activity report); 10. Laporan hasil MCU karyawan (employee's medical checkup result); 11. Laporan emisi udara (air emission test report); 12. Laporan analisa fisik dan kimia sungai (river water's physical and chemical test result); 13. Laporan Pelaksanaan Land Aplikasi dan pemanfaatan limbah padat (Land Application report), reported every 3 month, sent to BLH Provinsi Riau, e.g. Laporan Pelaksanaan Land Aplikasi dan Pemanfaatan limbah padat (Land Application report) Ukui I Palm Oil Mill period bulan July - September 2017, sent to Environment Agency of Riau Province on 27 November 2017. <p>Ukui Smallholder:</p>	

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		<p>The Smallholder Manager has determined type of documents which can be accessed by public, that covers:</p> <ul style="list-style-type: none"> a. Copies of Sertifikat Hak Milik (SHM) – land ownership certificate. b. Group Program c. HCV d. Standar Operational Procedure of Good Agriculture Practices. e. Social Impact Assessment (SIA). f. Social Activity Documents. g. Local Development Documents. 	
<p>Criteria 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.</p>			
<p>1.3.1</p>	<p>There shall be a written policy committing to a code of ethical conduct and integrity in all operations and transactions along with the documentation of socialisation process of the policy to all levels of the workers and operations.</p> <p>- Minor compliance –</p>	<p>PT Inti Indosawit Subur has revised the company policy by including commitment to a code of ethical business conduct, it was signed by Managing Director on 1 December 2014. The policy has been disseminated to all employees by installing signboard of company policy and by direct dissemination, e.g.:</p> <ul style="list-style-type: none"> a. In 2017, dissemination has been done on 19 October 2017, attended by 76 personnels from Ukui I Mill. b. In 2016, dissemination has been done on 25 May 2016, attended by 16 personnels from Ukui I Mill, Ukui II Mill, Ukui Estate and Soga Estate; on 5 September 2016, attended by 13 personnels from Division 3 Ukui Estate; on 16 April 2016, attended by 20 personnels of Ukui Estate spraying worker; on 23 May 2016, attended by 14 personnels from Division 3 Ukui Estate. c. In 2015, dissemination has been done on 21 February 2015, which held in Ukui I Mill, attended by 45 personnel; on 28 June 2015, held in Ukui I Estate, attended by 99 personnels. <p>Ukui Smallholder: The Smallholder Manager already has a Code of Ethical Business Policy signed on 16 January 2017, and has been disseminated to each member through the "Buku Panduan dan Catatan Petani Plasma" where in point 2 stated "Committed to ethical conduct in business in overall transactions and business operations, prohibition all forms of corruption, bribery and fraud in the use of funds</p>	<p>Comply</p>

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		<p>and resources”.</p> <p>Document verification shows that all farmer members have stated approval of all policy issued by Smallholder Manager, including policy related to code of ethic which described in the Agreement Letter. Document seen: Member of KUD Karya Bersama, Air Emas Village as many as 432 kavling (plot) have signed Cooperation Agreement for example Basirun (SP3BC/KT6/ No.Kav.151), Parjan (SP3BC/KT4/No.Kav.11); Mudjiman (SP3BC/KT113/ No.Kav.960), the agreement signed on 16 January 2017 and valid until 2 December 2021.</p> <p>Based on interview with smallholders shows that they have a good understanding of the Code of Business Conduct policy issued by the Smallholder Manager.</p>	
Principle 2: Compliance with applicable laws and regulations			
Criterion 2.1:			
There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	<p>Evidence of compliance with relevant legal requirements shall be available.</p> <p>- Major compliance –</p>	<p>Company has been able to demonstrate evidences of compliance with relevant legal requirements, such as:</p> <p>Land ownership and lease:</p> <ul style="list-style-type: none"> - Locations permit, as per “Surat Pencadangan Areal No.Kpts.379/VIII/1984 tentang Pencadangan Tanah Seluas 65,000 Ha di Daerah Buatan II Kecamatan Siak Kabupaten Tingkat II Bengkalis, Kecamatan Langgam dan Kecamatan Bunut, Kabupaten Tingkat II Kampar dan Kecamatan Pangkalan Kuras Kabupaten Kampar, Kecamatan Pasir Penyus Kabupaten Tingkat II Indragiri Hulu dalam rangka pengembangan Kelapa Sawit Pola PIR PT. Inti Indosawit Subur” dated 08/27/1984. The location permit covers area of 65,000 Ha for development of nucleus and scheme smallholders PT. Inti Indosawit Subur. <p>Ukui Estate:</p> <ul style="list-style-type: none"> - HGU No.16 issued by “Kantor Pertanahan Kabupaten Pelalawan” on 03/11/2010 based on “SK Kepala BPN No.115/HGU/BPNRI/2009” dated 09/08/2009 for 299.51 Ha as per “Surat Ukur”/measurement minutes No.01/AirHitam/2010. The HGU valid up to 03/11/2045. - HGU No.01 issued by “Kantor Pertanahan 	Comply

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	<p>Kabupaten Kampar” on 12/18/1989 based on “SK Kepala BPN No.04/HGU/1989” dated 04/27/1989 for 6,727.4 Ha as per “Surat ukur”/measurement minutes No.53/1988. HGU is valid until 12/31/2019.</p> <ul style="list-style-type: none"> - Izin Usaha Perkebunan-Budidaya (IUP-B) based on Surat Keputusan Bupati Pelalawan No.Kpts.525.3/Dishutbun/2013/446 dated 05/29/2013 for 3,003.73 Ha. Ijin Usaha Perkebunan-Pengolahan (IUP-P) for PT Inti Indosawit Subur dated 05/29/2013. - Document of land compensation (see indicator 2.2.3) - Surat Pendaftaran Usaha Perkebunan (SPUP) No. 185/Mentanhut/VII/2000 dated 3 November 2000, for area 12,508.64 ha and palm oil FFB capacity process 60 tonne FFB/hour. <p>Mill machinery permit and other permit:</p> <ul style="list-style-type: none"> - Boiler Takuma, Permit Approval No.566/BL/DISNAKERTRANS/003/2012, latest inspection by PT Jesindo Mandiri on 29/08/2016, next inspection 29/08/2018; - Back Pressure Vessel, Permit Approval No.566/BPV/DISNAKERTRANS/0063/2012 latest inspection by PT Jesindo Mandiri and Disnakertrans Kab. Pelalawan on 29/08/2016, next inspection 29/08/2018; - Vertical Sterilizer 1, Permit Approval No.566/Sterilizer/DISNAKERTRANS/0064/2 12, latest inspection PT Jesindo Mandiri and Disnakertrans Kab. Pelalawan on 29/08/2016, next inspection 29/08/2018 - Weightbridge No. 074750280, “Sertifikat Keterangan Hasil Pengujian Nomor: 510.3/UPTMET/SKHP/2017/026” dated 19 October 2017, valid until 17 October 2018. - Weightbridge No. 074750282, “Sertifikat Keterangan Hasil Pengujian Nomor: 510.3/UPTMET/SKHP/2017/025” dated 18 October 2017, by UPT Metrologi Legal Dinas Koperasi Usaha Kecil dan Menengah Perindustrian dan Perdagangan Kab. Pelalawan valid until 17 October 2018. - Steam turbine 2, Permit Approval No.221/TU-M/PL/2004, latest inspection by PT Jensindo Mandiri and Disnakertrans Kab. Pelalawan on 28/07/2017, next inspection on 28/07/2019; - Steam Turbine 3, Permit Approval No.460/TU-M/PL/2013, latest inspection by PT Jensindo Mandiri and Disnakertrans Kab. Pelalawan on 	

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	<p>28/07/2017, next inspection on 28/07/2019;</p> <ul style="list-style-type: none"> - Steam Separator, Permit Akta No. 566/SEPARATOR/DISNAKERTRANS/0062/2012, latest inspection by PT Jensindo Mandiri and Disnakertrans Kab. Pelalawan on 29 August 2016 and next inspection on 29 August 2018 - Air Compressor No.B.85/BT-M/W4/VI/1997, latest inspection PT Jesindo Mandiri and Disnakertrans Kab. Pelalawan on 29/08/2016, next inspection 29/08/2018 - Electrical installation No.132/L-IL/PPLWN/2006 latest inspection PT Jesindo Mandiri and Disanakertrans Kab. Pelalawan on 29/08/2016, next inspection 29/08/2018. - Izin Pemanfaatan Air Permukaan (surface water usage permit) based on "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten Pelalawan Nomor: KPTS 503/BPMP2T/AT/2015/6" dated 24 March 2015, valid until 24 march 2017. Company has taken action to propose the renewal of permit and currently still in process of issuing the renewal permit by statutory bodies "Badan Penanaman Modal dan Pelayanan Perijinan Terpadu" Kab. Pelalawan. <p>Ukui Smallholder:</p> <p>There is no evidence of critical legal non compliance as a result of internal audit. Each smallholder member has to demonstrate evidence of compliance and/or effort in complying with these legal/regulatory requirements. This includes manpower regulation fulfilment, environmental, health and safety and other legal/regulatory requirements. Evidence of documented mechanism on the compliance with relevant regulation was sighted in terms of Legal Requirements and Evaluation Compliance. It was verified that list of legal requirement is updated regularly. Lates updated on January 2017.</p> <p>Member admission criteria for Plasma Ukui such as: has land title (SHM), shall have data for related plantation, pest control must implemented as integrated pest management, no disputes on land, comply with relevant regulation.</p> <p>The last update of evaluation of legal compliance is documented in "Evaluasi Kepatuhan Hukum Kebun Plasma Ukui has been updated on 1st January 2017.</p>	

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	<p>Internal audit was performed yearly by Ukui Smallholder management to ensure the smallholder member compliance. Latest internal audit performed on 12 – 13 October 2017. Corrective Action Plan has prepared and the status of NC was closed on 23 October 2017 and 14 November 2017.</p>	
<p>2.1.2</p> <p>A documented system, which includes written information on legal requirements, shall be maintained.</p> <p>- Minor compliance –</p>	<p>Mill and Estates:</p> <p>The company has updated the regulations that must be complied provided in Indonesian Legislation and international laws or its ratification. The Humas (public relation), KTU (head of Administration) and SSL (Social and Security License) Department Regional were in charge and responsible to identified and updated the regulation applicable to the organisation, also to disseminate to related functions. Update and reviewed was conducted periodically once within a year, latest evaluation conducted on 1 May 2017.</p> <p>The managers of mill and estate were responsible that the applicable regulation was implemented on the organisation. Based on document review of legal requirement evaluation and interview conducted with the Humas and related personnel at Mill and Estate to review the implementation of regulations, it was evident that the applicable laws and regulations were implemented by the organisation.</p> <p>The list of legal requirement include compliance evaluation were kept by each unit and available to all levels of management. PT Inti Indosawit Subur – Ukui I POM and Estate demonstrate a list of all applicable regulations, which was evaluated and reviewed. Date of latest review on May 2017. The latest regulations are updated such as:</p> <ul style="list-style-type: none"> - Peraturan Menteri Pertanian RI No. 29/Permentan/KB.410/2016 Tentang Pedoman Perizinan Usaha Perkebunan. - Peraturan Menteri Tenaga Kerja RI No. 6 Tahun 2016 Tentang Tunjangan Hari Raya Keagamaan Bagi Pekerja/Buruh di Perusahaan. - Peraturan Menteri Lingkungan Hidup dan Kehutanan RI No. P.56/Menlhk-Setjen/2015 tentang tata cara dan persyaratan teknis pengelolaan limbah berbahaya dan beracun dari fasilitas pelayanan kesehatan. - Undang-Undang Republik Indonesia Nomor 8 Tahun 2016 tentang Penyandang Disabilitas. - Peraturan Menteri Pertanian RI No. 	<p>Comply</p>

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	<p>18/Permentan/KB.330/5/2016 tentang Pedoman Peremajaan Perkebunan Kelapa Sawit.</p> <p>In the list of all applicable regulations explaining the requirement, evaluation and evidence of compliance against regulations. For example: "Undang-undang No.13 tahun 2003 tentang Ketenagakerjaan" – related to manpower, evidence by work agreement, payment of worker salary in accordance with minimum wage; "Undang-undang No.1 tahun 1970 tentang Keselamatan Kerja" – related to occupational safety, evidence by health and safety program, PPE inspection; "Peraturan Menteri Tenaga Kerja No.08/Men/VII/2010 tentang Alat Pelindung Diri" – related to PPE, evidence by providing PPE for harvester.</p> <p>Ukui Smallholder: Management of Ukui Smallholder conducted the evaluation of laws and regulation compliance each year. Latest updated on 1st January 2017. During audit, the Smallholder management can demonstrate the document of "Evaluasi Kepatuhan Hukum Kebun Plasma Ukui PT Inti Indosawit Subur Tahun 2017". Which contain the list/'legal register' of all applicable laws and regulations; consist of: list of regulation, requirement, evaluation record, compliance status, type of document, no. document, validity, source of document, remark.</p> <p>Ukui Smallholder has a mechanism of "Evaluation of Legal Compliance and Regulation" dated 9 February 2017. The mechanism stated that sourced of regulation could be from Government/Dinas, Relevant agencies. Humas (Public relation) responsible to update and search the new relevant regulation and evaluating the compliance against the regulation. Latest update of regulation compliance on 1st January 2017. All evaluation record was kept in Smallholder Office and disseminated to all KUD, KT and smallholder member. Dissmenination and communication related update of Evaluation of Legal Compliance and Regulation were evident in "Berita Acara Serah Terima Dokumen Kepatuhan Hukum dan Hasil Rapat Kordinasi II" dated 5 May 2017.</p>	
<p>2.1.3</p>	<p>A mechanism for ensuring compliance shall be implemented.</p> <p>- Minor compliance –</p> <p>Mill and Estate: The organization has a mechanism to ensure compliance with all applicable laws and regulations</p>	<p>Comply</p>

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	<p>compliance through "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" AA-GL-5001.1-R0 dated 5 December 2009. Company also issued the Memorandum No. 017/GL-AAS/MEMO/10/12 dated 20 October 2012. In the procedure and Memorandum explain that The Humas (public relation), KTU (head of Administration) and SSL (Social and Security License) Department Regional were in charge and responsible to identified and updated the regulation applicable to the organisation, also to disseminate to related functions. SSL department, Humas and KTU in each Mill and Estate compulsory to conducted the evaluation of legal and regulation compaliance minimum once a year by visit to "Kantor Bagian Hukum" in Regency and Provincial office to obtain the information against new regulation and latest update regulation. Humas and KTU also can find information related to latest updated relevant regulation and new regulation from another sources and they have a responsible to ensure the compliance against relevant regulation including the latest/new regulation.</p> <p>Evaluation against applicable regulations carried out on regular basis. Last updated was in May 2017. A number of compliance against applicable regulation were evident. PT Inti Indosawit Subur – Ukui I POM and Estate demonstrate document "Evaluasi Kepatuhan Hukum, Status Evaluasi Per Tanggal 1 Mei 2017".</p> <p>Internal audit was conducted on 9 – 10 October 2017 regarding the sustainable palm oil, included the legal compliance to health and safety aspects, environment, best agriculture practices, social and labour. The corrective action was planned and implemented if there are any non-conformances raised.</p> <p>Each department has to demonstrate evidence of compliance and/or effort in complying with these legal/regulatory requirements. This includes manpower regulation fulfilment, environmental reporting, health and safety reporting and other legal/regulatory requirements.</p> <p>Ukui Smallholder: Ukui Smallholder has documented mechanism of "Evaluation of Legal Compliance and Regulation" dated 9 February 2017. Humas (Public relation) responsible to update and search the new relevant</p>	

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		regulation and evaluating the compliance against the regulation. Latest update of regulation compliance on 1 st January 2017. All evaluation record was kept in Smallholder Office and disseminated to all KUD, KT and smallholder member including third party. Dissmenination and communication of update list of Evaluation of Legal Compliance and Regulation were evident in "Berita Acara Serah Terima Dokumen Kepatuhan Hukum dan Hasil Rapat Kordinasi II" dated 5 May 2017.	
2.1.4	A system for tracking any changes in the law shall be available and implemented. - Minor compliance –	<p>Estate and Mill:</p> <p>Legal requirement-evaluation and fulfilment mechanism regulated under "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" No. SOP; AA-GL-5001.1-RO dated 12/05/2009. The procedure explains the stages for evaluation applicable legal requirements, person in charge for evaluation and ensures implementation of such requirement. Company also issued the Memorandum No. 017/GL-AAS/MEMO/10/12 dated 20 October 2012, explain that the Humas (public relation), KTU (head of Administration) and SSL (Social and Security License) Department Regional were in charge and responsible to identified and updated the regulation applicable to the organisation, also to disseminate to related functions.</p> <p>A system for tracking any changes of regulation conducted by Humas (public relation), KTU (head of Administration) and SSL (Social and Security License) Department Regional by visit to "Kantor Bagian Hukum" in Regency and Provincial office to obtain the information against new regulation and latest update regulation. Updating the law and regulation also can be performed through searching in internet, email and/or communication/visit to government bodies. Humas and KTU also have a responsible to ensure the compliance against relevant regulation including the latest/new regulation.</p>	Comply
Criterion 2.2:			
The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.			
2.2.1	Documents showing legal ownership or lease, history of land tenure and the actual legal	The company is able to demonstrate legal ownership of the land. PT IIS Ukui Group holds three HGU which was checked and verified during	Comply

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<p>use of the land shall be available.</p> <p>- Major compliance -</p>	<p>this annual surveillance:</p> <p>Land ownership and lease:</p> <ul style="list-style-type: none"> - Locations permit, as per "Surat Pencadangan Areal No.Kpts.379/VIII/1984 tentang pencadangan tanah seluas 65,000 ha di Daerah Buatan II Kecamatan Siak Kabupaten Tingkat II Bengkalis, Kecamatan Langgam dan Kecamatan Bunut, Kabupaten Tingkat II Kampar dan Kecamatan Pangkalan Kuras Kabupaten Kampar, Kecamatan Pasir Penyus Kabupaten Tingkat II Indragiri Hulu dalam rangka mengembangkan Kelapa sawit Pola PIR PT Inti Indosawit Subur" dated 27/08/1984. The location permit covers area of 65,000 Ha for development of nucleus and scheme smallholders of PT Inti Indosawit Subur. <p>HGU of Ukui Estate:</p> <ul style="list-style-type: none"> - HGU certificate No.16 issued by "Kantor Pertanahan Kabupaten Pelalawan" on 11/03/2010 based on "SK Kepala BPN No.115/HGU/BPNRI/2009" dated 08/09/2009 for 299.51 Ha as per "Surat Ukur"/measurement letter No.01/AirHitam/2010. The HGU valid up to 11/03/2045. - HGU certificate No.01 issued by "Kantor Pertanahan Kabupaten Kampar" on 18/12/1989 based on "SK Kepala BPN No.04/HGU/1989" dated 27/04/1989 for 6,727.4 Ha as per "Surat ukur"/measurement letter No.53/1988. HGU is valid until 31/12/2019. - Izin Usaha Perkebunan-Budidaya (IUP-B) based on Decree of Pelalawan Regent No. Kpts.525.3/Dishutbun/2013/446 dated 29/05/2013 for 3,003.73 Ha. Ijin Usaha Perkebunan-Pengolahan (IUP-P) for PT Inti Indosawit Subur dated 29/05/2013. - Document of land compensation (see indicator 2.2.3). <p>Ukui Smallholder:</p> <p>The Smallholder Manager can explain history of land ownership of all farmer members. All Ukui Smallholder area are obtained from the government through the PIR-Trans program and has been a long process since "Izin Pencadangan Lokasi Transmigrasi" issued by Riau Governor, "Izin Pelepasan Kawasan Hutan" issued by Ministry of Forestry, Minister of Agriculture Decree for the Implementation of PIR-Trans Program by PT IIS,</p>	

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	<p>AMDAL permit up to issuance of Certificate of Ownership (SHM).</p> <p>The Ukui Smallholder Management has shown land ownership documents of all farmer members, e.g.:</p> <ul style="list-style-type: none"> a. Member of KUD Karya Bersama, Air Emas Village as many as 432 kavling (plot) have shown land ownership certificate (SHM), e.g.: SHM No. 675, NIB 197 (Kavling No. 197/KT12) on behalf Ridjo; SHM No. 667, NIB. 11 (Kavling No. 11/KT04) on behalf Parjan; SHM No. 271, NIB. 80 (Kavling No. 80/KT02) on behalf Suwardi Tejo. b. Member of KUD Sumber Bahagia, Silikuan Hulu Village as many as 603 kavling have shown land ownership certificate (SHM), e.g.: SHM No. 05061, NIB 05.16.07.10. 00171 (Kavling No. 2314/KT102) on behalf Jarwoto; SHM No. 1974, Persil No. 2074 (Kavling No. 2074/KT117) on behalf Ansori; SHM No. 1257 (Kavling No. 4782/KT284) on behalf Sarpan. c. Member of KUD Usaha Baru, Redang Seko Village as many as 247 kavling have shown land ownership certificate (SHM), e.g.: SHM No. 1211, NIB 05.09.07.20.1.01126 (Kavling No. 6366/KT306) on behalf Makmur/Nuram; SHM No. 1216, NIB. 05.09.07.20.1.01131 (Kavling No. 6376/KT306) on behalf Usin K.; SHM No. 184, NIB. 99 (Kavling No. 6365/KT306) on behalf Mat Jamin. 	
<p>2.2.2</p> <p>Legal boundaries are demonstrated clearly and maintained.</p> <p>- Minor compliance -</p>	<p>The Company has consistently monitored the HGU pegs every 6 months, and the results presented in "Buku Monitoring Pemeriksaan Patok Batas" which described pegs number, condition, position and maintenance recommendation, for example:</p> <ul style="list-style-type: none"> a. The result of HGU pegs monitoring dated 24 June 2017 in Division 1 there are 9 HGU pegs, 5 stakes of which require cleaning. b. The result of HGU pegs monitoring dated 27 June 2017 in Division 3 there are 4 HGU pegs, all in good condition. c. The result of HGU pegs monitoring dated 26 June 2017 in Division 4 there are 6 HGU pegs, all in good condition. d. The result of HGU pegs monitoring dated 28 June 2017 in Division 5 there are 35 HGU pegs, all in good condition. <p>Based on field observation at Division 1 and 2 shows that all 3 verified pegs are in good condition,</p>	<p>Comply</p>

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	<p>identity are readable and maintained. Those 3 pegs are as follows:</p> <ul style="list-style-type: none"> a. HGU peg No. 14, Block B16l, Division 2, GPS coordinate 00° 11' 43.16" S and 102° 05' 40.98" E. b. HGU peg No. 11, Block B16k, Division 2, GPS coordinate 00° 11' 14.84" S and 102° 05' 53.17" E. c. HGU peg No. 01, Block A88a, Division 1, GPS coordinate 00° 10' 45.17" S and 102° 02' 43.23" E. <p>Ukui Smallholder: Based on field verification at Sample Farmer's farm location indicates that all land ownership boundaries are marked by the installation of a boundary in the form of a 2-4 inch PVC pipe filled with cement at each corner of the land ownership boundary. Land boundary also made with frond staking along the boundary line or by planting woody tree. Borders can be seen clearly.</p>	
<p>2.2.3</p>	<p>In the event that there is a dispute or a dispute has occurred, adequate evidence of legitimate acquisition and compensation or compensation settlement process through conflict resolution which has been received through Free, Prior and Informed Consent by all related parties shall be provided.</p> <p>- Minor compliance -</p>	<p>There is no land dispute noted, based on document review and public consultation. The plantation was developed along with the scheme smallholder surrounding the plantation. There was no land compensation since area designation was clean and clear.</p> <p>HGU area of PT IIS is a government program which PT IIS Ukui is the executor of PIR-Trans Program as described in Decree from Director General of Plantation No. 31/KB.210/SK/DJ.Bun/6/1987 dated 27 June 1987 dan No. 32/KB.210/SK/DJ.Bun/4/90 dated 3 March 1990. Previously, area of PT IIS HGU and Scheme Smallholder PIR-Trans is a state land in the form of forest area that has been released in through Decree of the Minister of Forestry no. 185/Mentanhut/VII/2000 dated 3 November 2000, so it does not go through land acquisition process.</p> <p>Currently the company is starts to conduct replanting activities, dissemination has been done to the surrounding communities, for example:</p> <ul style="list-style-type: none"> f. Dissemination of replanting program on 15 August 2017 at Air Emas Village. g. Dissemination of replanting program on 27 September 2017 at Silikuan Hulu Village. h. Dissemination of replanting program on 28 September 2017 at Lubuk Kembang Sari Village.

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Criterion / Indicator		Assessment Findings	Compliance
		<p>i. Dissemination of replanting program on 29 September 2017 at Tri Mulya Jaya Village.</p> <p>j. Dissemination of replanting program on 30 September 2017 at Bukit Gajah Village.</p> <p>Based on interview with related stakeholders (Dinas Perkebunan, Dinas Lingkungan Hidup dan BPN Kabupaten Pelalawan) stated that there is no report of land dispute between PT IIS-Ukui Group and other party including surrounding communities.</p> <p>Based on interview with villagers of Silikuan Hulu and Bagan Limau, stated that there is no report of land dispute between PT IIS-Ukui Group and other party including surrounding communities. However, there was information request regarding land status of 318 Ha in Division 5 whether it has HGU, because in 2014 there was issuance of SHM (land ownership right) on behalf Mr. Lencong. The company responded that Hearings has been done with DPRD (house of representatives) Pelalawan Regency, it was stated that the land is in HGU of PT IIS-Ukui Group.</p>	
2.2.4	<p>There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved.</p> <p>- Major compliance –</p>	<p>There is no land conflict noted, based on document review and public consultation. The plantation was developed along with the scheme smallholder surrounding the plantation. There was no land compensation since area designation was clean and clear.</p>	Comply
2.2.5	<p>For any conflict or dispute over the land, the evidence of the extent of disputed area is mapped out in a participatory way with involvement of affected parties (including neighboring communities and local government where applicable), shall be available.</p> <p>- Minor compliance –</p>	<p>There is no land conflict noted, based on document review and public consultation. The plantation was developed along with the scheme smallholder surrounding the plantation. There was no land compensation since area designation was clean and clear.</p>	Comply
2.2.6	<p>To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and/or planned operations.</p> <p>- Major compliance –</p>	<p>There is no land conflict noted, based on document review and public consultation. The plantation was developed along with the scheme smallholder surrounding the plantation. There was no land compensation since area designation was clean and clear.</p>	Comply
<p>Criterion 2.3: Use of the land for oil palm does not diminish the legal rights, customary or user right of other users without their free, prior and informed consent.</p>			

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<p>2.3.1</p> <p>Maps with appropriate scale showing the extent of recognized legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighboring communities where applicable, and relevant authorities).</p> <p>- Major compliance -</p>	<p>Based on document review and stakeholder consultation, there is no legal, customary and/or user right overlapped with area of PT IIS - Ukui Estate. The surrounding of company's plantation area is scheme smallholders oil palm area.</p> <p>Ukui Smallholder: All Smallholder land are obtained from the government through the PIR-Trans program and has been through a long process since the Permit of Location Transmigration Reserve by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – UKUI Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to member farmers.</p> <p>KUD and Smallholder Management have made a map of land for each member farmers on an adequate scale. The plotting of the plot map has been re-measured using GPS and has been known to all members of the Farmers.</p> <p>Based on field verification at Sample Farmer's farm location indicates that all land ownership boundaries are marked by the installation of a boundary in the form of a 2-4 inch PVC pipe filled with cement at each corner of the land ownership boundary.</p>	<p>Comply</p>
<p>2.3.2</p> <p>Copies of negotiated agreements including the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and these include:</p> <ul style="list-style-type: none"> a) Evidence of consultation b) Statement of transfer of rights c) Evidence of compensation <p>See specific guidance 2.3.2</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main Estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on PT IIS-Ukui Estate area statement documents, interview with communities and public consultation meeting on December 2017 there is no land conflict noted and/or reported between company and surrounding communities.</p> <p>Ukui Smallholder: All Smallholder land are obtained from the government through the PIR-Trans program and has been through a long process since the Permit of Location Transmigration Reserve by the Governor of Riau, Permit for Release of Forest Area</p>	<p>Comply</p>

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		issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – UKUI Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to member farmers.	
2.3.3	<p>Relevant information shall be available in appropriate forms and languages, including analysis of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group is not acquired any new land for oil palm plantation. There is no land dispute/land conflict noted, based on document review and public consultation.</p> <p>PT Inti Indosawit Subur provide all relevant information related to their land ownership status, grievance mechanism and compensation progress.</p> <p>Ukui Smallholder: All Smallholder land are obtained from the government through the PIR-Trans program and has been through a long process since the Permit of Location Transmigration Reserve by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – UKUI Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to member farmers.</p>	Comply
2.3.4	<p>Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group is able to demonstrate respect over local community representation. Review of SEIA with local community shows that local communities are represented and participated during the meeting with stakeholder, discussing the social-economic and environmental planning. The meeting involving all relevant stakeholders, institution and representative of surrounding communities.</p> <p>Ukui Smallholder: All Smallholder land are obtained from the government through the PIR-Trans program and has been through a long process since the Permit of Location Transmigration Reserve by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – UKUI Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to member farmers.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
Principle 3: Commitment to long-term economic and financial viability		
Criterion 3.1:		
There is an implemented management plan that aims to achieve long-term economic and financial viability.		
3.1.1 A documented management plan, a minimum of three years shall be available, including, where appropriate, plan for scheme smallholders. - Major compliance-	<p>PT Inti Indosawit Subur – Ukui I POM and supply bases has established Management Plan during the three-years period 2016 - 2018 to achieve economic viability and long-term financial. The management plan was approved by the top management. The parameters listed in the management plan are includes :</p> <ul style="list-style-type: none"> - Land area statement (planting years, non-planted areas, i.e. HCV, conservation areas, fragile soils, enclaves) with updated location maps. - Plan for management of scheme smallholders - Quality of planting materials - Crop projection = Fresh Fruit Bunches (FFB) yield trends - Mill extraction rates = Oil Extraction Rate (OER) trends - Cost of Production = cost per tonne of Crude Palm Oil (CPO) trends - Forecast prices - Financial indicators – profitability forecast (income vs cost) - General strategy and allocation for environmental and social management <p>The achievement of the management plan is reviewed every month in the Estate Unit Report (LUK) and Mill Unit Report (LUP) according to the current month. Reviewing of LUK and LUP was conducted for period 2017. There was no peat land in Ukui Estate, so that there was no long term viability plan for plantation on peat.</p> <p>Company has a system to improve practices in line with new information and techniques with implementing internal control and monitoring processes, check and report the implementation of the Management Guidelines. These include independent checks of the Mill and Estates by the corporate internal audit.</p> <p>Crop Projection indicating FFB process, CPO production, palm kernel production, OER and KER. Cost of production also calculated and estimated in</p>	Comply

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		<p>order to control the mill cost. Ukui I Mill production are recorded monthly, quarterly and yearly then reported to management. In order to ensure quality of CPO and PK, the company implemented quality inspection upon incoming FFB as well as FFB quality inspection from estate. FFB quality standard sets at: unripe bunch 0%; ripe bunch 89%; rotten bunch 0%; long stalk bunch 0%; and parthenocarpic <1%. CPO quality standard sets as: FFA maximum 5%; dirt maximum 0.05%; water content maximum 0.35%. PK quality standard sets as: dirt maximum 8%; water content maximum 8%.</p> <p>Ukui Smallholder: A business plan for the year 2017 is available which incorporating the planned activity such as estimation of production and cost, fertilizer and spraying, management resources and communication, smallholder technical support programme established. The plan was documented in "Rencana Kerja Koperasi 2017".</p> <p>A long term economic viability of smallholder operation is documented in "Rencana Managemen yang Diimplementasikan untuk Keamanan Jangka Panjang". The plan has documented projection of production from year 2018 to 2022. The plan was detailed to KUD and KT.</p>																															
3.1.2	<p>An annual replanting program projected for a minimum of five years (but longer where necessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available.</p> <p>- Minor compliance-</p>	<p>PT Inti Indosawit Subur – Ukui Estate has established replanting program for year 2015 - 2023 with the total area of 3,921 Ha. Annual replanting program for Ukui Estate are as follows:</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Program</th> <th>Actual</th> </tr> </thead> <tbody> <tr> <td>2015</td> <td>307</td> <td>307</td> </tr> <tr> <td>2016</td> <td>371</td> <td>371</td> </tr> <tr> <td>2017</td> <td>542</td> <td>542</td> </tr> <tr> <td>2018</td> <td>455</td> <td>-</td> </tr> <tr> <td>2019</td> <td>376</td> <td>-</td> </tr> <tr> <td>2020</td> <td>586</td> <td>-</td> </tr> <tr> <td>2021</td> <td>411</td> <td>-</td> </tr> <tr> <td>2022</td> <td>321</td> <td>-</td> </tr> <tr> <td>2023</td> <td>552</td> <td>-</td> </tr> </tbody> </table> <p>Replanting program has been performed since 2015 and continues until this year. Realization progress of replanting is recorded in Laporan Unit Kebun Replanting progress in 2017 (to date November 2017) are as follows:</p>	Year	Program	Actual	2015	307	307	2016	371	371	2017	542	542	2018	455	-	2019	376	-	2020	586	-	2021	411	-	2022	321	-	2023	552	-	Comply
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		Smallholder until November 2017 is 472 Ha.	
Principle 4: Use of appropriate best practices by growers and millers			
Criterion 4.1: Operating procedures are appropriately documented, consistently implemented and monitored.			
4.1.1	Standard Operating Procedures (SOPs) for estates (land clearing to harvesting) and SOP for mills (reception of FFB to dispatch of CPO and PKO) shall be available. - Major compliance -	<p>Ukui Estate has documented and implemented procedures for oil palm plantation from land preparation up to replanting, as follow:</p> <ol style="list-style-type: none"> 1. SOP AA-APM-OP-1100.01-R4 dated 5 September 2016 Pembibitan (Nursery); 2. SOP AA-APM-OP-1100.02-R3 10 June 2015 Penanaman Areal Baru (New Planting); 3. SOP AA-APM-OP-1100.03-R2 24 July 2015 Pembuatan dan Perawatan Jalan dan Jembatan (Road and Bridge construction and maintenance); 4. SOP AA-APM-OP-1100.04-R3 07/12/2015 Pembuatan dan Pemeliharaan Parit berisi tentang tuntutan teknis pekerjaan pembuatan dan pemeliharaan parit secara sistematis explains culvert/drainage construction and maintenance; 5. SOP AA-APM-OP-1100.05-R3 23/11/2016 Konservasi Tanah dan Air explains Soil & Water Conservation; 6. SOP AA-APM-OP-1100.06-R6 16/02/2017 Menanam kacang related to Planting cover crops; 7. SOP AA-APM-OP-1100.07-R6 16/02/2017, Menanam Kelapa Sawit related to Planting; 8. SOP AA-APM-OP-1100.08-R6 11/05/2016 Pengendalian Gulma or Weed control; 9. SOP AA-APM-OP-1100.09. R5 5/09/2016 Pemupukan related to Fertilizer application; 10. SOP AA-APM-OP-1100.10. R6 23/11/2016 Pengendalian Hama dan Penyakit explains Pests & Disease Control; 11. SOP AA-APM-OP-1100.11. R1 01/02/2009 Pestisida dan Pengendaliannya for pesticide handling; 12. SOP AA-APM-OP-1100.12. R3 23/11/2016 Kastrasi explains castration (cutting all generative product (male flower, female flower, all fruit, to support vegetative growth) – done 5-6 months before being harvested; 13. SOP AA-APM-OP-1100.13. R3 04/03/2016 Tunas 	Comply

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Pokok for pruning;</p> <p>14. SOP AA-APM-OP-1100.14. R3 16/02/2017 Sensus dan Identifikasi Pokok explains census and palm identification;</p> <p>15. SOP AA-APM-OP-1100.15. R2 01/10/2010 Sensus Produksi related to production census;</p> <p>16. SOP AA-APM-OP-1100.16. R1 01/02/2009 Konsolidasi Pohon Tumbang explains provision of support to fallen palm;</p> <p>17. SOP AA-APM-OP-1100.17. R1 23/10/2014 Pengelolaan Air related to water management;</p> <p>18. SOP AA-APM-OP-1100.18. R3 20/04/2015 Potong Buah related to harvesting;</p> <p>19. SOP AA-APM-OP-1100.19. R1 01/02/2009 Pengelolaan Transport explains FFB Transport;</p> <p>20. SOP AA-APM-OP-1100.20-R6 16/02/2017 Replanting;</p> <p>Ukui I POM has documented and implemented procedure related to process of FFB to become CPO and PK, starts from FFB receiving to dispatch of CPO and PK:</p> <ol style="list-style-type: none"> 1. SOP AA-MPM-OP-1400.02.R2 Stasiun Penerimaan for FFB receiving station; 2. SOP AA-MPM-OP-1400.03.R1 Stasiun Rebusan for sterilizer; 3. SOP AA-MPM-OP-1400.04.R1 Stasiun Pemisahan Berondolan for loose fruit separation; 4. SOP AA-MPM-OP-1400.05-R1 Stasiun pengadukan dan pengempaan for pressing station; 5. SOP AA-MPM-OP-1400.06-R1 Stasiun pemurnian for clarification; 6. SOP AA-MPM-OP-1400.07-R1 Stasiun pemisahan nut dan fiber for nut and fiber separation; 7. SOP AA-MPM-OP-1400.08-R1 Stasiun kernel for kernel station; 8. SOP AA-MPM-OP-1400.09-R1 Stasiun boiler; 9. SOP AA-MPM-OP-1400.10-R1 Stasiun engine room; 10. SOP AA-MPM-OP-1400.11-R1 Stasiun water treatment; 11. SOP AA-MPM-OP-1400.12-R1 Laboratorium; 12. SOP AA-MPM-OP-1400.13-R1 Stasiun pengelolaan limbah for palm oil mill effluent treatment; 13. SOP AA-MPM-OP-1400.14-R2 Stasiun 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>penimbunan dan pengiriman CPO dan kernel for CPO and PK bulking and despatch operation;</p> <p>14. SOP AA-MPM-OP-1400.15-R1 Perawatan for preventive maintenance;</p> <p>15. SOP AA-MPM-OP-1400.19.R2 Manajemen dan Metode Menghitung Emisi Gas Rumah Kaca (GHG)</p> <p>16. SOP AA-MPM-OP-1400.18-R4 Book Keeping</p> <p>17. AA-MPM-OP-1400.17-R6 Traceability</p> <p>The mill operational procedures explains the flow process, specification of material and process, machinery and tools required, step-by-step process, control, monitoring and measurement and health and safety requirements.</p> <p>Ukui Smallholder: Ukui Smallholder has documented SOP as guidance for best agriculture practices and best management practices. The SOP was following the procedure of PT Inti Indosawit Subur. The procedure were sighted, for example:</p> <ol style="list-style-type: none"> 1. "Pembibitan" - Procedure of Nursery (SOP AA-Plasma-PP-KS-01); 2. "Pengendalian Hama dan Penyakit" - Procedure of Pest and Disease Control (SOP AA-Plasma-PP-KS-02); 3. "Pemupukan" – Procedure of Fertilizing (SOP AA-Plasma-PP-KS-03); 4. "Potong Buah" – Procedure of Harvesting (SOP AA-Plasma-PP-KS-04); 5. Procedure of Internal Communication Group Certification (007/ DOK/SOP/AA2016); 6. Procedure of Assessment and Inspection Member Group Plantation (013/DOK/SOP/AA/2016); 7. FFB sale Mechanism (020/DOK/SOP/AA/2016). <p>Ukui Smallholder has determined training programme for Best management practice, and documented in "Program Pelatihan Bagi Kelembagaan Petani". Realization of training has been documented, e.g. as follows:</p> <ul style="list-style-type: none"> - Weed control, fertilizing and integrated pest management, conducted on 30 October 2017 attended by 70 participants. - Harvesting, conducted on 31 March 2017 for member of KUD Sumber Bahagia, attended by 33 participants; on 10 May 2017 for member of 	

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	<p>KUD Usaha Baru, attended by 40 participants; on 20 March 2017 for member of KUD Karya Bersama, attended by 27 participants.</p> <ul style="list-style-type: none"> - HCV, SEIA, water and soil conservation on 10 August 2017, attended by 64 participants. <p>To ensure the SOP implementation, group has determined the mechanism which described in SOP No. 028/DOK/SOP/AA/ 2016 - Internal Inspection.</p> <p>All smallholder member was follow the SOP which established by Ukui Smallholder management and there was no members who have pre-existing non-group SOPs.</p>	
<p>4.1.2</p> <p>Checking or monitoring of operations procedures is conducted at least once a year.</p> <ul style="list-style-type: none"> - Minor compliance - 	<p>Ukui I POM and Ukui Estate:</p> <p>PT Inti Indosawit Subur follows procedure for internal audit under Standard Operating Procedures AA-SOP-ES-6001-R1 dated 1 March 2013. The procedure stating internal audit of minimum once a year. Upon finding, management unit shall prepare review on audit finding and prepare root cause analysis, prepare corrective action – with person in charge and completion target. The latest RSPO internal audit was done in 9 – 10 October 2017.</p> <p>To checking and monitoring of operations procedures, PT Inti Indosawit Subur has conducted any others internal audit and visit both in estate and mill:</p> <ul style="list-style-type: none"> - R&D P&D Visit Report, conducted once a year to check and monitoring the implementation of Agronomy best management practices particularly for pest and disease control and plant upkeep. Last visit performed in Ukui Estate on 27-29 July 2017 by Daniel Erikson H. During visit found that disease attack is still under control although there was 55 Ha attacked in spots. - Visit Agronomy conducted once a year to check and monitoring the implementation of best agriculture practices. Last visit in Ukui Estate performed on 7-12 August 2017 by Sinnaiha G. Number of issues and recommendation were made, e.g.: <ul style="list-style-type: none"> ✓ The circle size in significant blocks was suboptimal due to poor monitoring and lack of verification on quality of spraying and frond stacking. ✓ Asystasia and Ageratum in some blocks 	<p>Not Comply</p> <p>Comply</p>

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	<p>were dense and had entered the circle.</p> <ul style="list-style-type: none"> ✓ Upkeep of interrows was incomplete in the fringes of the blocks, this had lead to overgrown of woodies and VOP. ✓ Bracken and Stenochlaena were spotted sporadically while n some blocks Hedyotis was beginning to establish. <p>- Visit Engineering (VE) performed once a year to check and monitoring the implementation of mill operation procedure. Last visit performed on 7 – 11 February 2017 by TCJ Thomas. All issue found during visit has been addressed and solved by Ukui I POM. For example:</p> <ul style="list-style-type: none"> ✓ EFB evacuation by Estate is often delayed resulting in accumulation of uncollected EFB on the hopper and on the ground. The pressed EFB is dry and 'fluffy' and will easily be ignited and constitutes as serious fire risk. Recommendation: This issue is prevalent since EFB presses were introduced and must be acted upon urgently before any untoward incident occurs. ✓ Raw Water Treatment: Small Flocc seen in treated water leaving the clarifier. This is due to incorrect dosing of treatment chemicals. Low quality water will have adverse effect on the high pressure boiler currently in use at the mill. <p>- Process and Quality Control visit performed each semester to check the quality parameter of mill process and mill production (CPO and PK standard quality), loses, FFB quality, sterilizer pressure, process temperature, unstriped bunches, raw water treatment plant, laboratory. Last visit performed on 1 – 7 August 2017 by Tri Lasmono.</p> <p>Ukui Smallholder: Regular field inspection to monitor the SOP implementation has been carried out by Ukui Smallholder management. Record monitoring verified for example:</p> <ul style="list-style-type: none"> - "Monitoring Sortasi dan Timbang TPH" contain information of FFB quality inspection in member plantation on harvesting process. Records for each month inspection were available, e.g. November 2017 for KUD Sumber Bahagia, KUD 	

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Usaha Baru and KUD Karya Bersama.</p> <ul style="list-style-type: none"> - "Pemeriksaan Mutu TBS Plasma" contains information of FFB quality inspection and field inspection. Record verified dated 4 November 2017 for KUD Sumber Bahagia, KUD Usaha Baru and KUD Karya Bersama. - "Rekomendasi Pemupukan tahun 2016/2017" contain information of fertilizer recommendation and application. To ensure the proper dosage and application, plasma Ukui provided dosage equipment and monitor by field supervisor. - "Berita Acara Serah Terima Pupuk Paket Petani plasma" contain information of fertilizer calculation and volume applied to field accompanied by KUD and inspector. For instance record dated 14 August 2017 for fertilizer KUD Usaha Baru. - "Monitoring pemupukan petani plasma", contain a volume applied for each type of fertilizer in each member. For example in KUD Sumber Bahagia ZA applied 640 kg on August 2017 for each member, MOP applied 448 kg on August 2017 for each member and Rock Phospate applied 384 kg on July 2017 for each member. - "Rekapitulasi sensus hama ulat pemakan daun" contain information of pest and disease census and control as per procedure. - The internal audit was conducted to check the implementation of good agriculture practice and implementation of SOP. <p>Minor Nonconformities:</p> <p>During field observation found that:</p> <ol style="list-style-type: none"> 1. Circle condition are weedy, at: <ul style="list-style-type: none"> - Kavling 2681, KT 121, KUD Sumber Bahagia - Kavling 2544, KT 110, KUD Sumber Bahagia - Kavling 6384, KT 307, KUD Usaha Baru 2. Blanket spraying, at: <ul style="list-style-type: none"> - Kavling 2406, KT 116, KUD Sumber Bahagia - Kavling 2418, KT 106, KUD Sumber Bahagia - Kavling 2484, KT 105, KUD Sumber Bahagia 3. Loosefruit are not picked after more than 2 days harvesting, at: <ul style="list-style-type: none"> - Kavling 2435, KT 104, KUD Sumber Bahagia - Kavling 2363, KT 103, KUD Sumber Bahagia - Kavling 2074, KT 117, KUD Sumber Bahagia - Kavling 6447, KT 308, KUD Usaha Baru 	

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Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Kavling 6448, KT 308, KUD Usaha Baru - Kavling 6450, KT 304, KUD Usaha Baru - Kavling 6361, KT 306, KUD Usaha Baru - Kavling 242, KT 09, KUD Karya Bersama - Kavling 878, KT 112, KUD Karya Bersama 	
<p>4.1.3</p> <p>Records of monitoring and any follow-up actions shall be available.</p> <p>- Minor compliance -</p>	<p>Records of monitoring and any follow up actions related to monitoring of operation procedures can be demonstrated during audit, such as:</p> <ul style="list-style-type: none"> - RSPO internal audit, which done in 9 – 10 October 2017 in Ukui Estate and Ukui I Palm Oil Mill. Audit resulting 6 Non Conformities in Ukui I POM and 11 Non Conformities in Ukui Estate. Corrective action has been planned and implemented to address issues found during audit. - R&D P & D Visit Report Ukui Estate KUK/R&D-P&D/02-17 date of visit 27-29 July 2017 by Daniel Erikson H. All issue found during visit has been addressed by company as explained in indicator 4.1.2 above. - Visit Agronomy Report KUK/VA/FULL 01-17 by Sinnaiha G., dated 7-12 August 2017 in Ukui Estate. All issue found during visit has been addressed by company as explained in indicator 4.1.2 above. - Production Performance report, explained the FFB production performance and evaluation as well as determined production target for next year. Evaluation FFB production each block to date November 2017 can be demonstrated. - Mandor logbook, contain information of daily work monitoring covering: harvesting, spraying, fertilizing, pest and disease cencus, road and infrastructure maintenance, and others. During audit verified sample of Ukui Estate. - Visiting Engineering report No.PUS-VE-FULL 01-17 dated 7 – 11 February 2017 by TCJ Thomas. All issue found during visit has ben addressed by company as explained in indicator 4.1.2 above. - Process and QC R&D visit report No. PUS/R&D-P&QC/01-17, visit dated 1 – 7 August 2017 by Tri Lasmono. There were 5 issues found during visit related to laboratory personnel, sampling method, analysis results, CPO quality and CPKO quality. All issues found during visit has been addressed by company. 	<p>Comply</p>

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	<p>- Daily Report Ukui I POM, latest on 11 December 2017; contain information covering FFB receiving, FFB process: gross and net FFB processed, FFB stock, shift hour, process hour, press hour, press capacity, sterilizer process, Utility factor commercial and capacity, CPO and PK production, CPO and PK extraction rate, CPO and PK quality. Process performance evaluated each day by mill manager and some corrective action to address some issue has been developed by Ukui I POM.</p> <p>Estate and mill management prepare monthly reports and send to the company's head office for monitoring purpose as well. All field inspection results are recorded in Monthly Report.</p> <p>Ukui Smallholder: The internal audit was conducted to check the implementation, which the latest was conducted on 12 – 13 October 2017. Internal audit report and its follow up action are available. The records of monitoring and any actions taken was maintained and available, as appropriate, at Kebun Plasma Ukui office and each KUD.</p> <p>The Smallholder Manager monitored record keeping which indicates that what need to be include in the Farmer Folder especially on:</p> <ul style="list-style-type: none"> - Training record - Membership contract - Land ownership doc - Map - License - Fertilizer and yield records. - Internal audit document <p>The records of monitoring and any actions taken was maintained and available, as appropriate, at Kebun Plasma Ukui office and each KUD.</p>	
<p>4.1.4</p>	<p>Records of the origins of all third-party FFB sourced (collector, deliver, Cooperative, Farmers Association and outgrower) shall be available.</p> <p>- Major compliance -</p>	<p>Comply</p>

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	<p><i>konflik lahan dan tidak mempekerjakan anak-anak dalam pengelolaannya</i> – To communicate and evaluate third party related to purchase of FFB from legally demonstrable area, no burning for new development or replanting, no new development in peat area after September 2014, no land conflict and not employing children in the process”.</p> <p>There are 24 FFB supplier which registered as third party FFB supplier of Ukui I POM in 2017 as mentioned in a table below. PT Inti Indosawit Subur – Ukui I POM has a procedure to communicate and evaluate the source of third party FFB (non-certified) as on SOP “Pengawasan Sumber Pembelian TBS Luar” (AA- MM-506.2-R0) dated 1 January 2014. The objective of the procedure was to ensure third party FFB sourced from non-forest area, completed with legal ownership of the land. The procedure consist of various steps: to check supporting document from supplier (delivery order, declaration, plantation block maps); compare the plantation location map/coordinate against the legal documents; verification team will compare the plantation location map against the spatial mapping; conduct field verification to the source of FFB (oil palm plantation belong to farmer), randomly selected samples; verification team will prepare database, prepare the list the complying suppliers. Supply of FFB from area which legally contested or coming from protected forest, forest area, conservation area – will be rejected. During audit evidence of supplier verification can be demonstrated for example supplier “Bunga Tanjung”, filed verification conducted to all of their planted area and source of FFB from the local farmer. Verification result was completed with farmer name, location, year of planting and GPS coordinate.</p> <p>The cooperation agreement between company and local supplier is recorded in the "Perjanjian Kerjasama Antara PT Inti Indosawit Subur dengan Asoiasi Petani Sawit Swadaya Anugrah" dated 28 October 2016. There is a document issued by “Dinas Kehutanan dan Perkebunan Kabupaten Pelalawan” which stated that the supplier is willing to comply with the provisions of PT Inti Indosawit Subur and FFB received from land that has been controlled in accordance with the laws and regulations and does not originate from restricted areas such as protected forest areas, industrial</p>	

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	<p>forest estate, production forest area, conservation areas. The supplier area has been overlaid with "Peta Tata Batas Definitif Kawasan Hutan Taman Nasional Tesso Nilo (TNTN)" and "Peta Kawasan Hutan Provinsi Riau No.SK 878/Menhut-II/2014 dated 29 September 2014", and confirmed that it was outside the TNTN and forest area.</p> <p>FFB receiving from third party recorded each day in "Laporan Harian Pabrik" and reported each month in "Laporan Unit Pabrik". Below are the FFB received from third party since January to November 2017:</p> <table border="1" data-bbox="678 792 1289 1653"> <thead> <tr> <th>No</th> <th>Supplier Name</th> <th>FFB received (ton)</th> </tr> </thead> <tbody> <tr><td>1</td><td rowspan="24">Third party FFB supplier</td><td>5,627</td></tr> <tr><td>2</td><td>2,932</td></tr> <tr><td>3</td><td>26,107</td></tr> <tr><td>4</td><td>1,955</td></tr> <tr><td>5</td><td>107</td></tr> <tr><td>6</td><td>3,190</td></tr> <tr><td>7</td><td>173</td></tr> <tr><td>8</td><td>1,680</td></tr> <tr><td>9</td><td>1,870</td></tr> <tr><td>10</td><td>4,088</td></tr> <tr><td>11</td><td>1,543</td></tr> <tr><td>12</td><td>1,443</td></tr> <tr><td>13</td><td>1,996</td></tr> <tr><td>14</td><td>151</td></tr> <tr><td>15</td><td>4,853</td></tr> <tr><td>16</td><td>1,355</td></tr> <tr><td>17</td><td>5,897</td></tr> <tr><td>18</td><td>529</td></tr> <tr><td>19</td><td>107</td></tr> <tr><td>20</td><td>487</td></tr> <tr><td>21</td><td>22,413</td></tr> <tr><td>22</td><td>3,285</td></tr> <tr><td>23</td><td>5,255</td></tr> <tr><td>24</td><td>3,582</td></tr> <tr> <td>Total</td> <td></td> <td>100,625</td> </tr> </tbody> </table> <p>Ukui Smallholder: Monitoring sheet of FFB transportation and origin presented in "Kartu Timbangan" (weighbridge ticket) which identify the sources of FFB, Truck number, receipt date, receipt no, total FFB received by mill. Sighted the record for November 2017:</p> <ol style="list-style-type: none"> KUD Usaha Baru, Hamparan 308: <ul style="list-style-type: none"> Weight bridge ticket: PUSA217118556 Dated transport : 4 November 2017 Nett weight : 6,520 kg 	No	Supplier Name	FFB received (ton)	1	Third party FFB supplier	5,627	2	2,932	3	26,107	4	1,955	5	107	6	3,190	7	173	8	1,680	9	1,870	10	4,088	11	1,543	12	1,443	13	1,996	14	151	15	4,853	16	1,355	17	5,897	18	529	19	107	20	487	21	22,413	22	3,285	23	5,255	24	3,582	Total		100,625	
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		<ul style="list-style-type: none"> - FFB amount : 254 bunch - Sortation : 80 kg - Truck Number : BM9918CF - Driver : Tasih - FFB Origin : Hamparan 308 (KT Budi Daya) on behalf Yusuf, Sarudin, Saleh, Nengel, Udin B. <p>2. KUD Karya Bersama, Hamparan 03:</p> <ul style="list-style-type: none"> - Weight bridge ticket: PUSA217118554 - Dated transport : 4 November 2017 - Nett weight : 9,670 kg - FFB amount : 345 bunch - Sortation : 100 kg - Truck Number : BM8009BL - Driver : Ilmi - FFB Origin : Hamparan 03 (KT Tani Mulya) on behalf Sukino, Sumo, H. Said, Ita Suerdi, and Wagimin. <p>3. KUD Sumber Bahagia:</p> <ul style="list-style-type: none"> - Weight bridge ticket: PUSA217118591 - Dated transport : 4 November 2017 - Nett weight : 5,850 kg - FFB amount : 210 bunch - Sortation : 80 kg - Truck Number : BM9485FK - Driver : Cemprek - FFB Origin : Hamparan 122 (KT Kebun Harum) on behalf Sugeng, Karwan, Purwadi, Parwan, and Widodo. 	
<p>Criterion 4.2:</p> <p>Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.</p>			
4.2.1	<p>A record of SOP implementation to maintain soil fertility that ensures optimal and sustained yield, shall be available.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Estate has procedures to maintain soil fertility in general. The procedures comprise of fertilizer application and cover crop planting. PT Inti Indosawit Subur – Ukui Estate follows these procedures; leaf samplings are taken annually to accurately capture palm nutrient requirement (both macro and micro nutrient) and serve as source for fertilizer recommendation – fertilizer application (anorganic, compost, POME application, empty fruit bunch) follows fertilizer recommendation. Another effort is to plant legume cover crop.</p> <p>Soil analysis is conducted once every 7 years according to the oil palm age. The last Report of</p>	Comply

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Soil Analysis issued on 28 May 2017, conducted by Reseach and Development PT Nusa Pusaka Kencana Analytical and QC Laboratory and for immature plant using fertilizer recommendation from fertilization procedure based on plant age and record on procedure no. AA-APM-OP-11.00.09-R dated 12 June 2017. Fertilizer recommendation, on 2017 approved by Head R&D Laboratory ASIAN AGRI Group.</p> <p>Ukui Smallholder: Ukui Smallholder management has determined that the basis of fertilizer dosage determination is based on leaf analysis conducted annually. Leaf samples were taken last period of 2016 in October 2016 and for fertilizer recommendations period 2017 to analyse the leaves in November 2017. Fertilization recommendations for the 2017 period are available on the basis of each KUD.</p> <p>Record verified:</p> <ul style="list-style-type: none"> - "List of types and volumes of fertilizer distributed to farmers" - Recommendation and Realization of Palm Oil Fertilization 2017 Ukui Plasma (KLU). <p>Sample taken:</p> <ul style="list-style-type: none"> - KT: 109 (Bina Karya), KAV: 2627 KUD Sumber Bahagia. Year of planting 1988. Recommendation fertilizer type ZA, SM I dosage: 2.34 Kg/plant. (12,000 Kg); Realization on March 2017; dosage 2.34 Kg/plant, total fertilizers as 12,000 Kg; - KT: 110 (Karya Makmur), KAV:2544 KUD Sumber Bahagia, year of planting 1988; Fertilizers Recommendation for Rock Phosphate (RP), SM I dosage: 1.56 Kg/plant. Fertilizers total as 8,000 Kg; Realization on June 2017 dose: 1.56 Kg/plant, total fertilizers as 8,000 Kg. 	
4.2.2	<p>Records of fertilizer inputs shall be available.</p> <p>- Minor compliance -</p>	<p>Fertilizer recommendation and fertilizer application records are maintained. Fertilizer recommendation 2017 is available in "Rekomendasi Pemupukan 2017" for each division, prepared with consideration of Foliar Analysis Result, issued dated on 29 May 2017. Fertilizer application records 2017 are available in "Rekap Dosis Pupuk Anorganik Kebun Ukui I 2017".</p>	<p>Not Comply Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Sample seen:</p> <p>Division 3 (956 Ha, 24,399 palms); actual ZA 4.91 kg/palm – total 119,685 kg, actual RP 1.05 kg/palm – total 25,680 kg, actual Dolomite 0.91 kg/palm – total 22,213 kg, actual MOP 3.36 kg/palm – total 81,910 kg, actual HGFB 0.036 kg/palm – total 879 kg.</p> <p>Division 4 (882 Ha, 106,726 palms); actual ZA 4.18 kg/palm – total 445,859 kg, actual RP 1.32 kg/palm – total 140,386 kg, actual MOP 2.67 kg/palm – total 284,679 kg, actual HGFB 0.1 kg/palm – total 10,673 kg, actual Dolomite 1.3 kg/palm – total 138,335 kg.</p> <p>Daily fertilizer monitoring, applied on 7 July 2017, in Division 4 actual HGFB 148 Kg for 12 Ha and in Division 3 actual HGFB 85 kg for 7 Ha.</p> <p>Ukui Smallholder: Recapitulation of fertilizer realization were recorded in Recommendation and Realization of Palm Oil Fertilization 2017 of Ukui Plasma (KLU) per Farmer Group.</p> <p>Sample taken:</p> <ul style="list-style-type: none"> - KT: 109 (Bina Karya), KAV: 2627 KUD Sumber Bahagia. Year of planting 1988. Recommendation fertilizer type ZA, SM I dosage: 2.34 Kg/plant. (12,000 Kg); Realization on March 2017; dosage 2.34 Kg/plant, total fertilizers as 12,000 Kg; - KT: 110 (Karya Makmur), KAV:2544 KUD Sumber Bahagia, year of planting 1988; Fertilizers Recommendation for Rock Phosphate (RP), SM I dosage: 1.56 Kg/plant. Fertilizers total as 8,000 Kg; Realization on June 2017 dose: 1.56 Kg/plant, total fertilizers as 8,000 Kg. <p>Major Nonconformities: Protection of water courses including maintaining and restoring appropriate riparian and buffer zones at Kebun Plasma Ukui cannot be demonstrated.</p> <ul style="list-style-type: none"> - Audit team noted that there was fertilizer (RP) application near to waterways in Kavling 4782, KT 284, KUD Sumber Bahagia. In fertilizer application policy of Kebun Plasma Ukui (disseminated on 30 October 2017) and 	

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	<p>Memorandum No.132/ES-KLU/EXT/2/2017 dated 12 February 2017, stated that Palm tree near to waterways or ditch < 3 meters is prohibited for fertilizer application.</p> <ul style="list-style-type: none"> - During field visit in Kavling 269 KT 13, KUD Karya Bersama found a chemical weeding (spraying) activity near to waterways. In weeds control policy of Kebun Plasma Ukui (disseminated on 30 October 2017) and Memorandum No.132/ES-KLU/EXT/2/2017 dated 12 February 2017, stated that Palm tree near to waterways or ditch < 3 meters is prohibited for herbicide application. - There is a landslide (erosion) of ditch wall in Kavling 4782, KT 284, KUD Sumber Bahagia and KUD Bina Usaha Baru (bridge) however there is no apparently attempt (action taken) to minimize the soil erosion on the ditch wall. 	
<p>4.2.3 Records of periodical leaf, soil and visual analysis shall be available.</p> <p>- Minor compliance -</p>	<p>Company is able to demonstrate Foliar Analysis Report from PT Nusa Pusaka Kencana Analytical & QC Laboratory. The latest foliar analysis carried out 29 May 2017 and issued dated on 16 June 2017, further taken to shape fertilizer recommendation 2017 Kebun Ukui.</p> <p>Soil analysis produced in form of "Laporan Tanah Semidetil Areal Perkebunan Kelapa Sawit PT Inti Indosawit Subur Kebun Ukui", dated 05/05/2010. The coverage of soil analysis 4,543 Ha.</p> <p>Base on soil survey semidetil on 05/05/2010 The soil type: Typic dystrochrepts (loamy sand): 3,275 Ha – 72.1%; Typic Endoaquepts (Sandy Loam): 1,113 Ha – 24.5%; Typic Placaquods (Sand): 11s5 Ha – 2.5%; Typic haplosaprist (Organic layer less than 1 meter): 40 Ha – 0.9%.</p> <p>The soil suitability classification: Medium suitable (S2) limiting factor natural fertility: 2,165 Ha (47.6%); Marginal suitable (S3) with limiting factor topography and poor drainage: 1,888 Ha (41.6%); Not suitable (N1) with limiting factor topography >30%, texture sandy: 490 Ha (10.8%).</p> <p>Ukui Smallholder: Ukui Smallholder Management has determined that the basis of fertilizer dosage determination is based on leaf analysis that conducted annually. Leaf samples were taken last period of 2017 in October 2017 for fertilizer recommendations period 2018. Fertilization recommendations for the 2017 period</p>	<p>Comply</p>

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Criterion / Indicator		Assessment Findings	Compliance
		are available on the basis of each KUD. Leaf sample analysis was conducted by R & D.	
4.2.4	<p>A nutrient recycling strategy is recorded, including use of Empty Fruit Bunches (EFB), land application, and palm residues after replanting.</p> <p>- Minor compliance -</p>	<p>Program and realization for EFB Application and POME (land Application) in 2017 are available. The map of program and realization EFB and Land application are also available.</p> <p>Program dan Realisasi Pengaliran effluent (Land Application) Kebun Ukui I Tahun 2017; realization up to November 2017, total program covers 264 Ha (4 rounds); realization is 977 Ha with effluent volume is 248,964 m³, e.g. in October 2017 at Block C89k for area 28 Ha, effluent volume 8,280 m³.</p> <p>Based on report of Program and Realization of EFB in 2017, there is application in Division 4 for 861 Ha on 2 rounds, for example: Block D89h, 91 Ha area mineral soil, rolling/hilly; 11,354 palm to apply EFB 125 kg/palm – total 2,839,000 kg up to December 2017. Block E99a (non Land Application), 65 Ha area mineral soil, rolling/hilly, 8,802 palms. Apply EFB 125 kg/palm – total 2,200 kg up to December 2017.</p> <p>Ukui Smallholder: Not applicable, as the smallholder did not apply any EFB or POME from the mill.</p>	Comply
<p>Criterion 4.3: Practices minimise and control erosion and degradation of soils.</p>			
4.3.1	<p>Maps of any fragile soils shall be available.</p> <p>- Major compliance -</p>	<p>PT IIS – Ukui Estate is able to demonstrate soil map in “Peta Satuan Tanah” with scale 1:25,000, from the semi-detail soil analysis report. From the report known that the limiting factors are topography and poor drainage. The soil map indicating the soil type, slope, drainage level, and limiting factors – in order to determine the land suitability at each soil complex. Based on semi-detail soil survey map and field visit – there is 490 Ha area with limiting factors of topography >30% and 1,888 Ha area with limiting factors of topography and poor drainage. The effort that has been done by the company is to make a trench in path (1 : 2, one trench in two path).</p> <p>Ukui Smallholder: The soil map was available at Ukui Smallholder</p>	Comply

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		<p>office, this map is determined from the results of a survey conducted by the Research and Development Center Asian Agri. Maps are presented on a scale of 1: 12.600.</p> <p>There are 3 types of soil in Ukui Smallholder area, namely:</p> <ol style="list-style-type: none"> 1. Typic Dystrudepts 2. Typic Endoaquepts 3. Typic Haplosaprists 	
4.3.2	<p>A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific).</p> <p>- Minor compliance -</p>	<p>The company's procedure for land clearing stated that no land clearing should performed on area with slope >40%. The company has also procedure for soil and water conservation – considering the slope. The procedure is conserving through cover crop, EFB application, frond stacking, platform, silt pit, terrace contour and stop bund.</p> <p>Specific for low-laying area, the strategy is to maintain cover crop, drainage ditch and frond stacking.</p> <p>Ukui estate has shown "Peta Teresan" (contour terrace) witch scale 1:4,400, in Block B16e (30 Ha), length of terraces 8,001.9 meters, terracing length per hectare 266.7 meters/ha; in Block B16f (36 Ha): length of terrace 4,281 meters or terracing length per hectare 118.9 meters/ha.</p> <p>Ukui Smallholder: There is an area with a slope of 8-15% area of 1,038 ha. Ukui Smallholder Management has developed mechanism related Planting of oil palm on slopes in the form of procedure no. AA-APM-OP1100.02-R3; Planting of Oil Palm, in chapter 4.1.3 Hilly terrain using Terraces, "tapak Kuda" and "rorak". Based on filed visit to kavling at KUD Karya Bersama and KUD Sumber Bahagia, "tapak Kuda" and "rorak" are implemented.</p>	Comply
4.3.3	<p>A road maintenance program shall be in place.</p> <p>- Minor compliance -</p>	<p>Road maintenance planning and realization is available under: "Program dan Realisasi Grading Jalan Tahun 2017", realization up to November 2017 – consist of road grading planned 317,698 meters, including for main road (MR) 44,478 meters and 27,320 meters for collection road (CR) and road compacting 317,698 meters for the whole estate.</p> <p>Ukui Smallholder:</p>	Comply

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		Each cooperative developed their road maintenance program. PT Inti Indosawit Subur – Ukui Group provides aid in form of heavy equipment. The road maintenance budget using fund from KUD with estimated cost for heavy equipment (Motor Grader and Compactor) is IDR 350,000/HM. Road maintenance program 2017 available in “Rencana & Realisasi Perbaikan Jalan 2017”; Realization in November 2017, observed: <ul style="list-style-type: none"> - KUD Sumber Makmur; 7 HM Grading & Compact with a 5 km road length. - KUD Bina Sejahtera; Grading & Compact 114 Hm with road length 20 km. 	
4.3.4	Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place. <ul style="list-style-type: none"> - Major compliance – 	Based on Semi Detail Soil Map, there is no peat soil in Ukui Estate and Ukui Plasma area.	N/A
4.3.5	Drainability assessments shall be required prior to replanting on peat to determine the long-term viability of the necessary drainage for oil palm growing. <ul style="list-style-type: none"> - Minor compliance – 	Based on Semi Detail Soil Map, there is no peat soil in Ukui Estate and Ukui Plasma area.	N/A
4.3.6	A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils). <ul style="list-style-type: none"> - Minor compliance – 	Based on Semi Detail Soil Map, there is no fragile and problem soils in Ukui Estate and Ukui Plasma area.	N/A
Criterion 4.4:			
Practices maintain the quality and availability of surface and ground water.			
4.4.1	An implemented water management plan shall be in place. <ul style="list-style-type: none"> - Minor compliance - 	Ukui I POM: Ukui I Palm oil mill using the surface water sourced from Air Hitam river. Company has permit to use the water based on Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten Pelalawan Nomor: KPTS 503/BPMP2T/AT/2015/6” dated 24 March 2015, valid until 24 march 2017. Company has taken action to propose the renewal of permit and currently still in process of issuing the renewal permit by statutory bodies “Badan Penanaman	Comply

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	<p>Modal dan Pelayanan Perijinan Terpadu” Kab. Pelalawan.</p> <p>The mill has water treatment plant for domestic and mill processing. The processing capacity for water basin 400 m³, clarifier 1 and clarifier 2 each 90 m³, 3 units sand filter, pump house, water tank 95 m³.</p> <p>The budget at mill: Processing water needed 1.00 m³/ton FFB, domestic water need 0.23 m³/ton FFB. The water consumption recorded using flow meter both domestic and processing. Actual average water usage for processing from January – November 2017 was 1.3 m³/ton FFB and for domestic usage was 0.35 m³/ton FFB. Each quarter, Ukui I POM reporting the water usage both for processing FFB and domestic activity to “Dinas PERTambangan & Energi Kab. Pelalawan”; latest reported for period July – September (Quarter 3) on 10 October 2017. Report evidence were available.</p> <p>Ukui Estate: Currently Ukui Estate started replanting program. Company has “SOP Pengelolaan Sempadan AA-AMP-OP-1100.21-R1” dated 01/12/2014, as guidance to preserve riparian during replanting. The procedure covers identification of such conservation area (river buffer zone, water catchment area, lake buffer zone, spring buffer zone). Point 6.2.4 and 6.2.5 explains during replanting, non-productive plant within buffer zone will be left as it is, but no chemical regime should applied. Enrichment with native tree species.</p> <p>Water source management: Identification of water source and wetland, as indicated in HCV report 2010. The water source identified mill’s water reservoir and river (Napuh tributary, Air Hitam Kanan river and Air Hitam Kiri river). Policy to prohibit chemical application in riparian zone. Policy to prohibit fish poisoning and prohibit wood felling in area of company plantation.</p> <p>Ukui Smallholder: Water flow management in Plasma Ukui is done by making drainage system, especially in lowland area.</p> <p>Based on the surface water flow map in form of Ukui Plasma trench map. The 1m x 1m x 1.5m sized trench as of November 2017 is:</p>	

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		<ul style="list-style-type: none"> - KUD Sumber Bahagia: along 110,590 meters in an area of 1,562 Ha. - KUD Bakti: along 19,184 meters in an area of 448 Ha. - KUD Karya Bersama: along 48,007 meters in an area of 864 Ha. - KUD Bina Sejahtera: along 55,680 meters in an area of 1,236 Ha. - KUD Bukit Patalo: along 27,170 meters in an area of 494 Ha. - KUD Usaha Baru: along 27,170 meters in an area of 494 Ha. 	
4.4.2	<p>Protection of water courses and wetlands, including securing and maintaining appropriate riparian and other buffer zones, at the time of or prior to replanting shall be demonstrated.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui I POM and Estate has establish the procedure “Pengelolaan Riparian AA-APM-OP-1100.21-R2 dated 7 December 2015. The procedure defined the criteria of riparian area, lake, spring water and protected area. Each river determined the riparian zone 50 m on the left and right side the river with wide < 12m and 100 m for the river which wide >12 m. All riparian zone was sign by boundary poles and signboard. Riparian restoration performed in the critical/degraded area to enhance and rehabilitate the ecosystem. When the replanting activity performed, it was prohibit to conducted land preparation/clearing in riparian area. During field visit it can be demonstrated that in the riparian area there is no replanting activity. Protection of riparian areas also performed with no chemical crops care activities both fertilizer and herbicide spraying.</p> <p>Ukui Smallholder: Riparian Protection was established and described about buffer zone, riparian buffer and natural river. Training Environmental Management was provided to the farmers to brief on the riparian and buffer zones. Record seen: Attendance list on training for farmer members to maintaining and restoring riparian and other buffer zone on 25 August 2017, attended by 25 participantss.</p> <p>Management of Ukui Plasma has conducted dissemination to farmer members related HCV, soil and water conservation, and good agriculture practice. Dissemination material was evident; HCV, soil and water conservation was focused on fertilizer and agrochemical application near the waterways; good agriculture practice focused on spraying activity must performed by TUS team from company worker and cannot be done by farmer themselves, prohibition of blanket spraying, FFB ripeness criteria, loose-fruit picking and importance</p>	<p>Not Comply</p> <p>Comply</p>

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	<p>of PPE. Dissemination held to members of KUD Karya Bersama on 8 Jan 2018, attended by 40 participants; KUD Sumber Bahagia on 10-11 Jan 2018, attended by 34 participants; KUD Usaha Baru on 31 Jan 2018, attended by 23 participants.</p> <p>Management of Ukui Plasma has installed signboard "Batas Semprot" (spraying boundary) at minimum 3 meters from waterways. There are 2 type of signboard, which is (1) Prohibition of fertilizer and agrochemical application at < 3 meters from waterways; and (2) signboard to mark the boundary area.</p> <p>Management of Ukui Plasma has installed erosion anchor, made pile and planted "waru" (Hibiscus similis) and "ketapang" (Terminalia catappa) tree at the side of waterways around the bridge of KUD Bina Usaha Baru area.</p> <p>Management of Ukui Plasma conducted monitoring of kavling (smallholder area) condition regarding weed condition, spraying results, waterways boundary, signboard condition, and condition of vegetation as erosion anchor. Records of monitoring presented in document "Monitoring Pemeriksaan Kavling Petani". During visit, result of monitoring can be demonstrated.</p> <p>Major Nonconformities: Protection of water courses including maintaining and restoring appropriate riparian and buffer zones at Kebun Plasma Ukui cannot be demonstrated.</p> <ul style="list-style-type: none"> - Audit team noted that there was fertilizer (RP) application near to waterways in Kavling 4782, KT 284, KUD Sumber Bahagia. In fertilizer application policy of Kebun Plasma Ukui (disseminated on 30 October 2017) and Memorandum No.132/ES-KLU/EXT/2/2017 dated 12 February 2017, stated that Palm tree near to waterways or ditch < 3 meters is prohibited for fertilizer application. - During field visit in Kavling 269 KT 13, KUD Karya Bersama found a chemical weeding (spraying) activity near to waterways. In weeds control policy of Kebun Plasma Ukui (disseminated on 30 October 2017) and Memorandum No.132/ES-KLU/EXT/2/2017 dated 12 February 2017, stated that Palm tree near to waterways or ditch < 3 meters is prohibited for herbicide application. 	

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4.4.3	Records for monitoring of effluent especially BOD (Biochemical Oxygen Demand) and efforts to comply with legal requirements, shall be available (see criteria 2.1 and 5.6). - Minor compliance –	<p>Ukui I Mill has an effluent treatment through treated ponds system. There were 4 ponds consist of Colling Pond, Primary Anaerobic pond, Secondary Anaerobic pond, Acidification pond, and buffering pond.</p> <p>Quality of waste water effluent is monitored monthly in line with the requirements of regulation Kep Men LH No.29/2003. The result of POME monitoring was reviewed including measurement of BOD for period 1st (first) semester 2017. The Ministry of Environment Decree #29/2003 and permit of land application required that BOD of POME flowed to land application is less than 5,000 mg/litre and pH 6 - 9. The result of POME quality during this period was BOD less than 5,000 mg/litre and pH between 6 and 9. Below are the BOD and pH measured for 1st semester 2017:</p> <table border="1"> <thead> <tr> <th rowspan="2">Period (month) 2017</th> <th colspan="4">Parameter</th> </tr> <tr> <th>BOD (mg/l)</th> <th>Quality standard</th> <th>pH</th> <th>Quality standard</th> </tr> </thead> <tbody> <tr><td>January</td><td>1,031</td><td>5,000</td><td>6 - 9</td><td>7.65</td></tr> <tr><td>February</td><td>719</td><td>5,000</td><td>6 - 9</td><td>7.48</td></tr> <tr><td>March</td><td>499</td><td>5,000</td><td>6 - 9</td><td>7.84</td></tr> <tr><td>April</td><td>251.7</td><td>5,000</td><td>6 - 9</td><td>7.94</td></tr> <tr><td>May</td><td>578.8</td><td>5,000</td><td>6 - 9</td><td>7.64</td></tr> <tr><td>June</td><td>289</td><td>5,000</td><td>6 - 9</td><td>7.70</td></tr> <tr><td>July</td><td>1,349</td><td>5,000</td><td>6 - 9</td><td>7.58</td></tr> <tr><td>August</td><td>599</td><td>5,000</td><td>6 - 9</td><td>7.99</td></tr> <tr><td>September</td><td>654.3</td><td>5,000</td><td>6 - 9</td><td>8.08</td></tr> <tr><td>October</td><td>1,113.6</td><td>5,000</td><td>6 - 9</td><td>7.83</td></tr> </tbody> </table>	Period (month) 2017	Parameter				BOD (mg/l)	Quality standard	pH	Quality standard	January	1,031	5,000	6 - 9	7.65	February	719	5,000	6 - 9	7.48	March	499	5,000	6 - 9	7.84	April	251.7	5,000	6 - 9	7.94	May	578.8	5,000	6 - 9	7.64	June	289	5,000	6 - 9	7.70	July	1,349	5,000	6 - 9	7.58	August	599	5,000	6 - 9	7.99	September	654.3	5,000	6 - 9	8.08	October	1,113.6	5,000	6 - 9	7.83	Comply
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4.4.4	Monitoring of mill water use per ton of FFB shall be recorded. - Minor compliance –	<p>Ukui I Palm Oil mill utilize water flow meter to measure the usage of water at mill that come from Air Hitam River. There are also records of FFB processes per month. Ukui I POM has monthly record of water usage per tonne FFB for mill process and domestic consumption. Table below was shown the data of water usage at mill for period 2017 (January – November 2017):</p> <table border="1"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="3">Water Usage</th> </tr> <tr> <th>Process</th> <th>Domestic</th> <th>Total</th> </tr> </thead> <tbody> <tr><td>January</td><td>29,784</td><td>13,709</td><td>43,493</td></tr> </tbody> </table>	Month	Water Usage			Process	Domestic	Total	January	29,784	13,709	43,493	Comply																																																
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		February	31,814	12,309	44,123																																																																					
		March	27,705	12,919	40,624																																																																					
		April	28,848	10,108	38,952																																																																					
		May	29,498	10,024	39,522																																																																					
		June	35,863	9,448	45,311																																																																					
		July	36,389	10,579	46,968																																																																					
		August	35,435	10,247	45,682																																																																					
		September	33,860	9,354	43,214																																																																					
		October	33,196	7,369	40,565																																																																					
		November	37,135	5,614	42,749																																																																					
		Total	359,163	111,680	470,843																																																																					
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October	28,937	1.15	0.25	1.40																																																																						
November	32,041	1.16	0.18	1.33																																																																						
Total	317,563	1.13	0.35	1.48																																																																						
Criterion 4.5:																																																																										
Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.																																																																										
4.5.1	Monitoring of Integrated Pest Management (IPM) plan implementation shall be available. - Major compliance -	<p>Integrated Pest Management Plan has been developed by PT Inti Indosawit Subur – Ukui Estate and documented. IPM Plan have been prepared within the budget in 2017. Estate has established Division Work Program annually for IPM for each Division/Afdeling. IPM plan includes detection and census of pest and diseases, weeds controlling, planting and upkeep of beneficial plant, use of pesticide and herbicide.</p> <p>IPM plan include the following :</p> <ul style="list-style-type: none"> • Identification of potential pests and thresholds • The techniques used (cultural, biological, mechanical and physical methods) • The native species used as part of the biological control method • Reducing the use of chemicals over a period of time • Prophylactic use of pesticides • Minimization of pesticide use • Review on the plans to suit the present condition such as replanting 				Comply																																																																				

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	<p>Company has establish the SOPs for IPM, e.g.:</p> <ul style="list-style-type: none"> • SOP AA-APM-OP-1100.08-R6, dated 11 May 2016, Pengendalian Gulma or Weed control; • SOP AA-APM-OP-1100.10. R6, dated 23 November 2016, Pengendalian Hama dan Penyakit explains Pests and Disease Control; • SOP AA-APM-OP-1100.14. R3, 16 February 2017, Sensus dan Identifikasi Pokok explains census and palm identification; <p>The SOP describes integrated pest control (integrated pest management/IPM) which combines various control techniques e.g. mechanical, biological, physical and chemical, applied early warning system (EWS) through periodically census for pests by :</p> <ol style="list-style-type: none"> 1. Visual observation (visual plant e.g. leafs or broken stems and fruit rot) 2. Conducting a census (to determine the distribution and level of attack) 3. Control (manual, biological or chemical) e.g planting of <i>Turnera Subulatta</i> (nest of natural predator caterpillars (Ulat Api)). 4. Census of evaluation (to see the effect of control). <p>Several records of pest occurrence and control verified such as :</p> <ul style="list-style-type: none"> - "Rekap Pengendalian Ulat Api Kebun", described monitoring of nettle caterpillar control in Ukui Estate since year 2012 to 2017. The largest control has been done in 2016 covering area of 2,294 Ha. - "Ringkasan Hasil Sensus Ulat Api", described census of nettle caterpillar in September 2017, recorded that there was 3 oil palm tree attacked from 5,265 samples. - "Rekap Pengendalian Hama Tikus Kebun", described monitoring of rat in Ukui Estate since year 2012 to 2017. There was no significant rat attack in Ukui Estate since they applied barn owl (<i>Tyto alba</i>). - "Ringkasan Hasil Sensus Kandang Burung Hantu", described census result of barn owl in November 2017. Results are as follows: <table border="1" data-bbox="727 1901 1281 2031"> <thead> <tr> <th rowspan="2">Afd</th> <th rowspan="2">Nest</th> <th colspan="4">Barn Owl</th> </tr> <tr> <th>Adult</th> <th>Young</th> <th>Child</th> <th>Egg</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>16</td> <td>17</td> <td>5</td> <td>2</td> <td>-</td> </tr> <tr> <td>2</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table>	Afd	Nest	Barn Owl				Adult	Young	Child	Egg	1	16	17	5	2	-	2	-	-	-	-	-	
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4.5.2	<p>Training records of Integrated Pest Management (IPM) shall be available.</p> <ul style="list-style-type: none"> - Minor compliance – 	<p>Refreshment training of Integrated Pest Management is conducted annually. Latest refreshment training of Integrated Pest Management to IPM workers has been performed in June 2017 by internal Assistant and Managers. Records of training were evidenced. Personnel</p>	Comply																		

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Criterion / Indicator		Assessment Findings	Compliance
		<p>interviewed during field observation were verified has received training of IPM.</p> <p>Ukui Smallholder: The Ukui Smallholder management has established extension program to farmers every month related to integrated pest control, eg: October 2017; Counselling Integrated Pest Management for cage establishment and maintenance of Owls. In November 2017 counselling related caterpillar census (UPDKS).</p> <p>Farmer members have participated in training related to integrated pest control, for example:</p> <ul style="list-style-type: none"> - October 2017; Counseling Integrated Pest Management for cage establishment and maintenance of Owls, followed by 105 Chiefs of Farmer Groups (training attendance available) - In November 2017 counseling related to the caterpillar-eating caterpillar census (UPDKS),, followed by 105 Chief of Farmer Groups (training attendance available). 	
<p>Criterion 4.6: Pesticides are used in ways that do not endanger health or the environment</p>			
4.6.1	<p>Documented evidence shall be available to show that pesticide used based on regulations and the use of pesticide is specific to target species with appropriate dosage which have minimal impact on non-target species.</p> <p>- Major compliance -</p>	<p>The justification of pesticide used in PT Inti Indosawit Subur - Ukui Estate is explained under company procedure. PT Inti Indosawit Subur – Ukui Estate shows “SOP Pengendalian Gulma No.AA-APM-OP- 11100.08-R1” dated 01/11/2008. Chapter IV explains the weed control program for woody, grass, fern, caladium, wild banana (<i>Musa spp</i>), <i>Aystasia</i>. It does explain active ingredients use to control such weed, dosage per application, type of nozzle used and volume of spraying per application.</p> <p>Chapter V explains selection of pesticide and its active ingredients content, nature of the pesticide and target species. Chapter VII describes calculation of actual area implemented per hectare plantation (spray factor), spraying rotation and spraying output. Interview with herbicide sprayer noted that spraying worker understood the target species and active ingredients to control them. Spraying workers shows knowledge on minimizing chemical impact on beneficial weed.</p> <p>Ukui Smallholder: Based on interviews with some farmer members, that for chemical maintenance activities (spray) is done by TUS team from company workers.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance																																																						
		However, farmers have understood the use of chemicals (herbicides) associated with the dosage and type of herbicide that should be used.																																																							
4.6.2	<p>Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per Ha and number of applications shall be available.</p> <p>- Major compliance -</p>	<p>Records of herbicide use are available and maintained at Estate office. The records shows the total chemical used (in kg or liters), the active ingredients used, LD50, total area treated (in Ha), and active ingredients used per area treated and per ton FFB produced.</p> <p>There were several type of pesticides used, including:</p> <table border="1"> <thead> <tr> <th>Chemical</th> <th>Active Ingredients</th> <th>Use in 2017</th> <th>Usage of Active Ingredient</th> <th>Toxicity LD 50</th> <th>Ratio per Ha</th> </tr> </thead> <tbody> <tr> <td>Bionasa 480 SL</td> <td>Isoprofil amina glyphosat (400 ml/l)</td> <td>1,173</td> <td>563.04</td> <td>5000</td> <td>0.537</td> </tr> <tr> <td>Gramoxone</td> <td>Paraquat (200 gr/l)</td> <td>230.2</td> <td>110,496</td> <td>240</td> <td>1.054</td> </tr> <tr> <td>Elang 480 SI</td> <td>Glyposat</td> <td>6,815</td> <td>3,271.2</td> <td>5000</td> <td>3.121</td> </tr> <tr> <td>Metsulindo 20 WP</td> <td>Methil metsulfuron (50 gr/l)</td> <td>384</td> <td>184.32</td> <td>50</td> <td>0.176</td> </tr> <tr> <td>Polidor 25 EC</td> <td>Lambda cyhalothrine (20%)</td> <td>3,124</td> <td>1,499.52</td> <td>5000</td> <td>1.431</td> </tr> </tbody> </table> <p>Ukui Smallholder: All KUD have shown the record of usage of pesticides are registered in 2017, under "Bukti Penggunaan Agrochemical Terdaftar dan diizinkan Tahun 2017". Ukui Smallholder management has conducted monitoring of the use of chemical substances. Record of agrochemical usage as of November 2017 are as follow:</p> <table border="1"> <thead> <tr> <th>Type of Agrochemical</th> <th>Units</th> <th>Volume</th> </tr> </thead> <tbody> <tr> <td>Elang</td> <td>LTR</td> <td>6,146</td> </tr> <tr> <td>Kenrane</td> <td>LTR</td> <td>1,664</td> </tr> <tr> <td>Gramoxone</td> <td>LTR</td> <td>2,972</td> </tr> <tr> <td>Kenlon</td> <td>LTR</td> <td>0</td> </tr> <tr> <td>Metaprima</td> <td>Kg</td> <td>446</td> </tr> </tbody> </table>	Chemical	Active Ingredients	Use in 2017	Usage of Active Ingredient	Toxicity LD 50	Ratio per Ha	Bionasa 480 SL	Isoprofil amina glyphosat (400 ml/l)	1,173	563.04	5000	0.537	Gramoxone	Paraquat (200 gr/l)	230.2	110,496	240	1.054	Elang 480 SI	Glyposat	6,815	3,271.2	5000	3.121	Metsulindo 20 WP	Methil metsulfuron (50 gr/l)	384	184.32	50	0.176	Polidor 25 EC	Lambda cyhalothrine (20%)	3,124	1,499.52	5000	1.431	Type of Agrochemical	Units	Volume	Elang	LTR	6,146	Kenrane	LTR	1,664	Gramoxone	LTR	2,972	Kenlon	LTR	0	Metaprima	Kg	446	Comply
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4.6.3	<p>Any use of pesticides shall be minimized as part of a plan, and in accordance with Integrated Pest Management (IPM) plans. There shall be no prophylactic use of pesticides, except in specific situations identified in Indonesia Best Practice guidelines.</p>	<p>Integrated Pest Management (IPM) Plan developed by organization and documented in "Pest and Diseases Management Program". IPM Plan have been prepared within the 2017 budget. Ukui Estate have established Division Work Program annually for IPM for each division. IPM programme includes detection and census of pest and diseases, weeds controlling, planting and upkeep of beneficial plant, use of pesticide and herbicide.</p>	Comply																																																						

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<p>- Major compliance -</p>	<p>IPM plan include the following :</p> <ul style="list-style-type: none"> • Identification of potential pests and thresholds • The techniques used (cultural, biological, mechanical and physical methods) • The native species used as part of the biological control method • Reducing the use of chemicals over a period of time • Prophylactic use of pesticides • Minimization of pesticide use • Review on the plans to suit the present condition such as replanting <p>IPM Plan has been implemented by the organization. Early detection UPDKS (ulat pemakan daun kelapa sawit) performed every 2 months, it documented in BKM (buku kegiatan mandor). Beneficial plant <i>Turnera subulata</i>, <i>Cassia cobanensis</i> and <i>Antigonon leptopus</i> are already planted most in every block along the main road and collection road. Barn-Owl introduction and monitoring implemented by developing owl nest (Gupon) and monitoring. The effectiveness of the IPM plan was monitored regularly as described in 4.5.1.</p> <p>There were records showing that the use of pesticides have been minimised in accordance with Integrated Pest Management (IPM) plan. Use of pesticides in the field was always lower than the planned budget. It also shows the company's commitment to always reduce pesticide usage and give priority to the prevention of mechanical, biological and integrated pest management.</p> <p>The reduction of category II pesticide such as Gramoxone is part of environmental management plan. There is no prophylactic use of pesticide. Any use of pesticide based on pest and disease census – as last option.</p> <p>The company has had the policy to reduce the use of paraquat, based on a memorandum from Head of Plantation No. 001/HP/INT/IX/2009 dated 1 September 2009 regarding "Reduction in the Use of Paraquat Herbicides".</p> <p>Ukui Smallholder: Based on data verification and interview with Smallholder Manager of Plasma Ukui, noted that there is no prophylactic use of pesticides.</p>	

Criterion / Indicator		Assessment Findings	Compliance																										
<p>4.6.4</p>	<p>The evidence shall be available to demonstrate that use of Pesticides, categorized in Class 1A or 1B by World Health Organization, or those are listed in the Stockholm and Rotterdam Conventions, and paraquat are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimized and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p> <p>- Minor compliance -</p>	<p>The Company have a complete listing of WHO class 1A, class 1B, and Stockholm or Rotterdam Conventions pesticide. It was well documented in Estate office. Paraquat is not banned in Indonesia according Act No.12/1992 regarding plant cultivation system, article 60 (g) jo. Article 38, and Ministry of Agriculture regulation No.107/Permentan/SR.140/9/2014 regarding pesticides supervisor. National regulation mentioned that paraquat dichloride is a restricted active ingredient so that its user must hold a certificate use of limited pesticides and the manufacturer must train first for the user of the pesticide.</p> <p>Paraquat which was the active ingredient of Gramoxone was still used in PT Inti Indosawit Subur – Ukui Estate especially at replanting area, however the organisation has set internal target to reduce paraquat use. Record of paraquat use in Ukui Estate was sight on "Monitoring Penggunaan Paraquat". History of paraquat uses in Ukui Estate are as follows:</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Paraquat uses (litres)</th> </tr> </thead> <tbody> <tr> <td>2014</td> <td>516.4</td> </tr> <tr> <td>2015</td> <td>461.7</td> </tr> <tr> <td>2016</td> <td>357.2</td> </tr> <tr> <td>2017</td> <td>230.2</td> </tr> </tbody> </table> <p>Ukui Smallholder: The Smallholder Manager of Ukui Plasma has issued policy of Paraquat usage dated 10 February 2017, states that: "KUD and Farmer Group administrators are prohibited from using paraquat herbicides except by TUS teams. The use of paraquat by TUS Team is to control the fern weed and the use of paraquat should be minimized".</p> <p>Record of use of paraquat herbicide for 3 years:</p> <table border="1"> <thead> <tr> <th>Realization Year</th> <th>Volume (Ltr)</th> <th>Deduct (Ltr)</th> <th>% Deduct.</th> </tr> </thead> <tbody> <tr> <td>2015</td> <td>3,562</td> <td>-</td> <td>-</td> </tr> <tr> <td>2016</td> <td>3,298</td> <td>264</td> <td>7%</td> </tr> <tr> <td>2017</td> <td>2,972</td> <td>326</td> <td>10%</td> </tr> </tbody> </table> <p>Every year there is a reduction of an average of 7% - 10%. Report on Plan and Realization of Spray Activity in Plasma Ukui by TUS, for example: October 2017 KT 284, 26 Ha area, herbicide used by Elang and Kenrane for circle and path spraying.</p>	Year	Paraquat uses (litres)	2014	516.4	2015	461.7	2016	357.2	2017	230.2	Realization Year	Volume (Ltr)	Deduct (Ltr)	% Deduct.	2015	3,562	-	-	2016	3,298	264	7%	2017	2,972	326	10%	<p>Comply</p>
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<p>4.6.5 Evidence of pesticide application by trained person and in accordance with application guidelines in product label and storage guidelines shall be available. Appropriate safety equipment shall be provided and utilized. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).</p> <p>- Major compliance -</p>	<p>Pesticide use and handling was documented in the procedure of Pesticides Management (SOP AA-APM-OP-1100.11-R1, dated 1 February 2009), Pests & Disease Control (SOP AA-APM-OP-1100.10-R5, dated 11 January 2016) and Weeding Control (SOP AA-APM-OP-1100.08-R5, dated 7 December 2015). General instructions of security in working with pesticides described in procedure includes the selection of kinds of pesticides, pesticide storage, pesticide use, addressing pesticide contamination, first aid instructions, medical assistance.</p> <p>Agrochemicals have been applied and handled by trained spraying workers who have received usage of limited pesticide training. Training for limited pesticides uses was delivered by Pesticide Commission of Agriculture Department Riau Province on 22 September 2015 in Ukui Estate, attended by 34 personnels. Refreshment training for SOP and WI regarding spraying work was conducted regularly in morning briefing. Training record and certificates were sighted for all sprayers, e.g. Mrs Meilina (certificate number: 1525/Set-KP3/1/2015), Mrs Cintami Asmarah, Mrs Sanayah, Mrs. Siti Ifroani, Mrs. Karmini. It is evidence that training has been conducted in an appropriate language (Bahasa Indonesia) and understood by the workers. Another record seen: "Pelatihan Penggunaan Pestisida Terbatas", conducted by Sygenta on 30 September 2017. Attendance list and documentation are available, attended by 75 workers from KUK, KLU, KSA. Sample see: Mrs. Sumarni, Mrs. Inah, Mrs Mardiana, Mrs Sari Hulu, Mrs Juliani Siregar, Mr Rizal, Mr Rizki, Mr Supriyanto.</p> <p>Training covered handling of agrochemical concentrate and spraying method including pesticide hazard. It was observed during field audit that all sprayers workers have trained. Personnel interviewed (sprayer workers) can clearly explain the type of work including work methods and goals, materials used (pesticides) including the dosage and hazards and risks, personal protective equipment and first aid.</p> <p>Pesticides are always applied in accordance with the product label and storage instruction. Agrochemicals storage was locked areas with limited access. The storage was ventilated. MSDS and hazard symbol label were provided nearby of agrochemicals. Emergency shower and eyewash</p>	<p>Comply</p>

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	<p>were also provided to anticipate in case of an emergency of agrochemical handling. The possible spill was managed. Secondary containment was provided around the chemical storage area. Spill kit was also provided in the area.</p> <p>PPE for handling of chemicals were provided including boots, apron, safety glass, respiratory mask and hand gloves. PPE used was appropriate according to recommendations in any risk assessments. PPE provided and used can be easily replaced if damaged.</p> <p>Interview with spraying workers were evident that all of them has a good knowledge regarding the pesticide usage and its material usage and toxicity. All the workers has used the personal protective equipment meet with the safety rules and work instruction such as: Apron, safety goggles, chemical masker, hand gloves and safety shoes. All precautions attached to the products properly observed, applied, and understood by workers. Mandor as person in charge to check the workers usage of appropriate PPEs was well monitored in each spraying job.</p> <p>Ukui Smallholder: Farmer members have attended training related chemical handling on November 11, 2017; Limited Pesticide Training by "Komisi Pengawasan Pupuk dan Pestisida Provinsi Riau", followed by 105 Chiefs of Farmer Groups (Ketua Kelompok Tani).</p> <p>The training was explained about the application of several pesticides including the use of appropriate dosage and the right type of pesticide.</p>	
<p>4.6.6</p>	<p>Storage of pesticides shall be according to recognised best practices. All pesticides containers shall be properly managed according to the existing regulations and or instructions enclosed on the containers (see criterion 5.3).</p> <p>- Major compliance -</p>	<p>Comply</p>

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	<p>provided around the pesticides storage area. Spill kit is also provided in the area.</p> <p>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. Empty chemical containers had been used for mixing chemicals for spraying pesticides in the field.</p> <p>The management of waste material from empty pesticide container disposed through hazardous waste store as per procedure "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008. The company has temporary hazardous waste storage where all hazardous waste from all estates and mills collected. The storage has obtain the license as per "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten pelalawan Nomor: KPTS.503/BPMP2T-PLY/18/2015 Tentang Izin pengelolaan Limbah Bahan Berbahaya dan Beracun (B3) Untuk Kegiatan Penyimpanan Sementara Limbah B3 kepada PT Inti Indosawit Subur Ukui" dated 29 December 2015 valid until 29 December 2020. Storage keeper maintains the balance of incoming and outgoing hazardous waste. Hazardous wastes were sent to licensed contractor PT Indostar Cargo for appropriate disposal.</p> <p>Ukui Smallholder: Ukui Smallholder management has ensure that all agrochemical usage and chemical weeding including pest and disease management was performed by PT Inti Indosawit Subur. PT Inti Indosawit Subur has prepared the procedure for handling all pesticide containers, as per "Penanganan Limbah Bahan Berbahaya Beraacun", No AA-KL-06-EFP revision 06, dated 1 August 2015. Safe Work Procedure on chemical storage, mixing and disposal that covered PPE, safe working procedure, handling of chemical, storage, chemical mixing and the disposal.</p> <p>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. Empty chemical containers had been used for mixing chemicals for spraying pesticides in the field.</p> <p>During field visit in farmer plots, it was found that spraying worker using PPE appropriately. Pesticides applied is handled by Team TUS (Tim Unit</p>	

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<p>4.6.7</p> <p>Application of pesticides shall be by proven methods that minimize risk and negative impacts.</p> <p>- Minor compliance -</p>	<p>Semprot) PT. IIS – Ukui Estate.</p> <p>Mechanism for pesticide use and handling was documented in the procedure “Pestisida dan Pengelolaannya AA-APM-OP-1100.11-R1” dated 1 January 2009. Training and dissemination on work instruction including risk and impacts of pesticide applications (Material safety data sheet) has been performed by organization on 31 March 2017 to all sprayers and chemical workers. Training and dissemination records were sighted.</p> <p>Personnel interviewed (S***, J****, H*****, S*****, M*****, S**, R*****) can clearly explain the type of work including work methods and goals, materials used (pesticides) including the dosage and danger, personal protective equipment and first aid. Several Daily Work Program of circle weeding spray using agrochemicals was sighted. It was noted that agrochemicals (Elang 480 SL and Metsulindo) use were approved and registered agrochemical.</p> <p>All the workers interviewed has used the personal protective equipment meet with the safety rules and work instruction such as: Aprons, safety goggles, chemical mask, hand gloves (2 type: cotton inside and rubber outside) and safety shoes. All precautions attached to the products properly observed, applied, and understood by workers.</p> <p>Spraying tank and PPE (apron, cloth and mask) are washed by designated person in a designated area after use. Field observation conducted to the washing facility at Traksi Ukui Estate. Water from washing activity are reused for the next spraying activity. There is no potential contamination observed. Person interview was understood his job and responsibility.</p> <p>Ukui Smallholder: Farmer members of Kebun Plasma Ukui were not directly conducted the spraying work and handle the pesticide/herbicide. Spraying works and pesticide handling was performed by PT Inti Indosawit Subur, hence the chemical was stored by PT Inti Indosawit Subur in Agrochemical storage. Noted that, no outbreak of pest at all the sample farmers’ area. Spraying works performed by TUS team which provided by PT Inti Indosawit Subur according to:</p>	<p>Comply</p>

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		<ul style="list-style-type: none"> - Surat Perjanjian Kerjasama Pengadaan TUS Plasma Ukui No. 013/SPK/KLU/I/2017 dated 2 January 2017 between KUD Sumber Bahagia and PT Inti Indosawit Subur - Surat Perjanjian Kerjasama Pengadaan TUS Plasma Ukui No. 15/SPK/KLU/I/2017 dated 2 January 2017 between KUD Karya Bersama and PT Inti Indosawit Subur - Surat Perjanjian Kerjasama Pengadaan TUS Plasma Ukui No. 17/SPK/KLU/I/2017 dated 2 January 2017 between KUD Usaha Baru and PT Inti Indosawit Subur 	
4.6.8	<p>Pesticides may only be applied aerially where there is a documented justification. Surrounding communities shall be informed of impending aerial pesticide applications with all relevant information within reasonable time prior to application.</p> <p>- Major compliance -</p>	<p>Based on interview with auditee and field observation, there are no pesticides applied aerially in Ukui Estate and Ukui Plasma.</p>	N/A
4.6.9	<p>Evidence of training on handling pesticide for workers and scheme smallholder (if any) shall be available.</p> <p>- Minor compliance -</p>	<p>Agrochemicals have been applied and handled by trained spraying workers who have received usage of limited pesticide training. Training was delivered by Pesticide and Fertilizer Commission of Agriculture Department Riau Province (Komisi Pengawasan Pupuk dan Pestisida Provinsi Riau). Training for pesticides operator against limited pesticide usage has been carried out 22 September 2015 certificate of training can be demonstrated during audit. A refreshment training for all operator pesticide also has been conducted each year by Foreman and field Assistant, latest performed on May 2017.</p> <p>Sample seen: Siti Atikawati, Juria Timiasari, Hairani, Suryani, Musiroh, Sri Kustiawati, Rosgiati). During interview in the field, they can clearly explain the type of work including work methods and goals, materials used (pesticides) including the dosage and danger, personal protective equipment and first aid.</p> <p>Ukui Smallholder: Ukui Smallholder Management has facilitate to conduct training related chemical handling on</p>	Comply

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	<p>November 11, 2017; Limited Pesticide Training by “Komisi Pengawasan Pupuk dan Pestisida Provinsi Riau”, followed by 105 Chiefs of Farmer Groups (Ketua Kelompok Tani). The training was explained about the application of several pesticides including the use of appropriate dosage and the right type of pesticide.</p> <p>Based on the minutes of the training, farmer groups have been given an understanding of the use of herbicides/pesticides (the use of doses and weeds corresponding to herbicides/pesticides) as well as the active ingredients contained in each herbicide/pesticide, as well as the means of handling the herbicide/pesticide waste that has been used.</p>	
<p>4.6.10 Proof that pesticide waste has been handled as per legal regulations and understood by worker and manager, shall be demonstrated.</p> <p>- Minor compliance -</p>	<p>SOP for proper disposal of pesticide waste material was described in “Penanganan Limbah Industri B-3 AA-KL-06-EFP” dated 1 November 2008. Pesticide waste was reuse as mixing water for the next spraying activity. All empty pesticides containers were triple rinsed and stored in the temporary storage of hazardous wastes.</p> <p>The management of waste material from empty pesticide container disposed through hazardous waste store according to the procedure. The company has temporary hazardous waste storage where all empty pesticide container from agrochemical storage collected. The storage has obtain the license as per “Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten pelalawan Nomor: KPTS.503/BPMP2T-PLY/18/2015 Tentang Izin pengelolaan Limbah Bahan Berbahaya dan Beracun (B3) Untuk Kegiatan Penyimpanan Sementara Limbah B3 kepada PT Inti Indosawit Subur Ukui” dated 29 December 2015 valid until 29 December 2020. Storage keeper maintains the balance of incoming and outgoing hazardous waste and record in “Neraca Limbah B3”. Hazardous wastes were sent regularly (maximum 180 days) to licensed contractor PT Indostar Cargo for appropriate disposal.</p> <p>Personnel interviewed (temporary hazardous waste storage keeper and their manager) can clearly explain the mechanism of pesticide waste handling including MSDS and personal protective equipment as well as first aid.</p> <p>Ukui Smallholder:</p>	<p>Comply</p>

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		Farmer members of Kebun Plasma Ukui were not directly conducted the spraying work and handle the pesticide/herbicide. Spraying works and pesticide handling was performed by PT Inti Indosawit Subur, hence the chemical was stored by PT Inti Indosawit Subur in Agrochemical storage. Noted that, no outbreak of pest at all the sample farmers' area. Spraying works performed by TUS team which provided by PT Inti Indosawit Subur – Ukui Estate.	
4.6.11	Annual medical records of pesticide operators, and follow-up treatment of medical results, shall be available. - Major compliance -	<p>The company provides 6-monthly medical check up for workers performing agrochemical spraying. The medical check up covers blood test, urine test, cholinesterase test, and spirometric test. The last medical check up conducted on 29 – 31 July 2017, by Focus Clinic Laboratory Pekanbaru to 95 workers whose work related to agrochemicals..</p> <p>Evidence seen: Mrs. S*****, Mrs. M***, Mrs. R***** (fertilizing workers), Mrs. S*****, Mrs. R*****, Mrs. S*** (spraying workers).</p> <p>Ukui Smallholder: Spraying works are conducted by TUS from company workers. Company provides 6-monthly medical check up for workers performing agrochemical spraying. The medical check up covers blood test, urine test, cholinesterase test, and spirometric test.</p> <p>The last medical check up conducted on 31 July – 2 August 2017, by Focus Clinic Laboratory Pekanbaru to 61 workers relating to the use of chemicals (herbicides and pesticides). Example: Mrs. E*****, Mrs. J*****, Mrs. S***** (TUS-spraying worker).</p>	Comply
4.6.12	Records shall be available to show that spraying is not conducted by pregnant or breast-feeding women. - Major compliance -	<p>PT Inti Indosawit Subur – Ukui Estate prohibits pregnant or breast-feeding women to perform chemical spraying. In order to mitigate, estate performed monthly pregnancy test.</p> <p>Record seen: "Monitoring Pemeriksaan Kehamilan Karyawan yang Terpapar Bahan Kimia 2017", example: Pregnancy test for 34 sprayers and 20 fertilizer workers in August – September 2017. The pregnancy tests resulted all negative (-); no pregnant worker.</p> <p>Ukui Smallholder: There is monthly pregnancy check for all chemical</p>	Comply

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		spraying workers (TUS Team) which performed by Clinic of PT Inti Indosawit Subur. Evidence of monthly pregnancy test can be demonstrated, e.g. period August and September 2017.	
Criterion 4.7:			
An occupational health and safety plan is documented, effectively communicated and implemented. The health and safety plan shall cover the following:			
4.7.1	<p>A health and safety policy shall be in place. A health and safety plan shall be documented and implemented, and its effectiveness monitored.</p> <p>- Major compliance -</p>	<p>Ukui Estate and Ukui I POM</p> <p>Occupational Health and Safety Policy, lined out in the Company Policy signed on 01/12/2014. Chapter 4 mentioned "...to determine measurable objective and target to prevent accident and occupational disease for all worker and other interested parties, through continuous improvement". OHS Policy has been disseminated on 07/09/2017 (Ukui I Mill) and 6/7/2017, 18/10/2017, 5/07/2017 and 31/10/2017 (Ukui Estate).</p> <p>Health and safety plan has been established in Program Management K3 - 2017. Such as:</p> <ol style="list-style-type: none"> 1. Control number of accident and near miss report 2. Safety behavior 3. Safety program 4. Healthy program 5. Safety implementation (OHS Inspection, Training Program & Certification, Health Program, Emergency Respon Program) 6. Environment Program (Waste management & Hazardous waste). <p>Monitoring of effectiveness has been recorded on status program year 2017. The safety report has been sent to Manpower Agency in 3-monthly basis.</p> <p>Document seen:</p> <ul style="list-style-type: none"> - Report of Progrees HSE in October 2017 - Regularly report of P2K3 (Safety Committee), three-monthly for period January-March 2017 dated 5 April 2017; period April-June 2017 dated 28 August 2017; period July-September 2017 dated 9 October 2017; it has been distributed to Manpower Agency of Riau Province. - Safety Committee report of Ukui Estate dated 23/7/2017, 23/8/2017, and 20/10/2017. - Record of Job Safety Analysis (JSA) for cleaning Kernel Station canopy, dated 10/4/2017 and for screw press replacement on 15/5/2017, this job 	Comply

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		<p>conducted by internal employee.</p> <ul style="list-style-type: none"> - Inspection Checklist of Fire Extinguisher dated 7/12/2017. - Inspection Checklist of Hydrant Box period December 2017. <p>Ukui Smallholder: Ukui Smallholder Manager has set the OHS risk analysis and recorded in the HIRAC document, which are reviewed annually, and reviewed in January 2017. Risk assessment conducted by Smallholder Manager by discussion with individual members unofficially, field observation and disseminated to all member before implemented.</p>	
4.7.2	<p>A documented risk assessment shall be available and its implementation shall be recorded.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group is preparing risk assessment for each unit, covering all location and activities.</p> <p>Ukui Estate and Ukui I POM Hazard Identification Risk Assessment Determining Control (HIRADC) documents reviewed and established for Ukui 1 POM and Estate. Latest review on 16 February 2017. A regular noise test conducted to the engine room and sterilizer, where found above standard PPE, such as ear plug provided for the operator.</p> <p>The mill risk assessment cover processes and activities attached to the realisation of CPO production, such as: weighing bridge, boiler, engine room, loading ramp, sterilizer, threshing, pressing, kernel operation, clarification, office, laboratory, CPO dispatch, water treatment, chemical warehouse and firefighting simulation.</p> <p>The estate risk assessment covers processes and activities attached to the realisation of FFB production, such as: spraying, fertilizing, weeding, replanting, road maintenance, harvesting, transportation, warehouse, workshop, infrastructure, polyclinic and office.</p> <p>Ukui Smallholder: Ukui Smallholder Manager has set the OHS risk analysis and recorded in the HIRAC document, which are reviewed annually, and last reviewed in January 2017. Document verification: <ul style="list-style-type: none"> - Monitoring of personal protective equipment of harvesters (Helmets, eyeglasses, egrek cover and safety shoes) November 2017. </p>	<p>Not Comply Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Distribution of personal protective equipment (AP shoes) on November 20, 2017. <p>Major Nonconformities: It was found inconsistency in HIRAC implementation, not all workers/contractors in Ukui I POM exposed to high risk working area/hazardous operation was provided with adequate and appropriate protective equipment.</p> <ul style="list-style-type: none"> - In the FFB sortation activities at loading ramp of Ukui I Palm Oil Mill, there were 4 sortation personnel who did not use appropriate gloves. - Found an FFB unloading personnel from local contractor (SPTI-Serikat Pekerja Transportasi Indonesia) was not using appropriate safety shoes. - Based on field visits at Kebun Plasma Ukui, it was found that workers did not use appropriate PPE as defined in HIRAC and the farmer's "Buku Panduan dan Catatan", e.g. at Kavling 2435 - KT 104, KT 123, KUD Sumber Bahagia, FFB loading and weighing worker were not wearing helmet and safety shoes; and Kavling 934, KT 05, KUD Karya Bersama, harvester was not wearing helmet. 	
<p>4.7.3</p>	<p>Records of Occupational Health and Safety (OHS) program (see 4.8) and Personal Protective Equipment (PPE) training in accordance with the result of hazard identification and risk analysis shall be available to all workers.</p> <p>- Major compliance -</p>	<p>Comply</p>

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	<p>Operator of Ukui I Mill) No.6210.OPK3-PUBT-B.I/IV/2014, valid to 28 April 2019;</p> <ul style="list-style-type: none"> ▪ SIO/license on behalf Mr. Ismail Marzuki (Boiler Operator of Ukui I Mill) No.466.OPK3-PUBT-B.I/IV/2013, valid to 7 June 2018; ▪ SIO/license on behalf Mr. Mustami H. (Tractor Operator of Ukui I Mill) No.14.32824-OPK3-PAA/III/2014, valid to 7 March 2019; ▪ Welder Certificate on behalf Awaluddin B (Class II Welder) no. S.224/JL/PNK3/VI/2014 dated 20 June 2014. ▪ Program and realization of Environmental and Sustainability for year 2017 Ukui I Mill. ▪ Basic Fire Training on 4 April 2017 in I Mill, attended by 38 personnels. ▪ Internal First Aider Training in Ukui I Mill on 14 July 2017, attended by 33 personnels. ▪ Emergency Preparedness and Emergency Testing at Ukui I Mill on 30 July 2017, attended by 17 persons. ▪ Emergency Preparedness and Emergency Testing at Ukui Estate on 13 November 2017, attended by 25 personnels. <p>Some SIO (License of Operators) has expired, but the extension has been made through the second party of PT Aprindo Pratama and is still in the process, based on "Surat Keterangan Pengurusan Perpanjangan" from PT Aprindo Pratama no. 626/AP/K3/X/2017 dated 10 October 2017 (there are 10 operators, including contractor operators, electrical technicians, welders and boilers operator).</p> <p>Ukui Smallholder: Based on interview with farmers and group leader, noted that they have received training regarding occupational health and safety, e.g.:</p> <ul style="list-style-type: none"> - Emergency response training "pelatihan PPGD", Basic Safety training, conducted on 4 April 2017, attended by 19 chief of group farmers. - Training on the use of PPE on 7 February 2017 which was attended by 30 Chief of farmer groups. <p>Based on interviews with sample farmers and farmer groups, most of them have understood the risks of every activity undertaken in the plantation, for example: the harvester has used personal protective equipment (APD) for the use of safe equipment (long-adjustable harvested fiber, to</p>	

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	<p>minimize the accidents).</p> <p>The use of chemical herbicide and pesticide are not done by farmers. The activities related to the use of chemicals (spraying and pest control) are carried out by the TUS Team from the company PT IIS - Ukui Estate.</p> <p>Provision of PPE to harvester on 20 November 2017, safety glasses (50 pcs), egrek cover (48 pcs), boots (6 unit), APAR (1 unit).</p>	
<p>4.7.4</p> <p>The responsible person(s) for occupational health and safety shall be identified and there shall be records of periodical meetings on health and safety issues.</p> <p>- Major compliance -</p>	<p>Ukui I POM:</p> <p>In Ukui I POM, Safety Committee has been acknowledged through decree from manpower office No.KPTS.565/DTKT-WAS/2016/51 on "Pengesahan Susunan Panitia Keselamatan dan Kesehatan Kerja (P2K3) Perusahaan PT Inti Indosawit Subur – PMKS Ukui 1" dated 3 August 2016.</p> <p>License of AK-3 Umum (Safety Officer), for Mr Rony Sinulingga no Reg 8633/PK3/AJ/12/2013/PO dated 16 December 2013. Valid until 3 years. The extension has been made through the second party of PT Aprindo Pratama and is still in the process, based on "Surat Keterangan Pengurusan Perpanjangan" from PT Aprindo Pratama no. 318/AP/K3/VII/2017 dated 13 July 2017.</p> <p>Minutes of meeting dated 4 October 2017 discuss the OHS performance on September 2017. The minutes explain accident record, simulation/training conducted, and dissemination of BPJS – social insurance. The P2K3 Meeting is periodically conducted; the last was on 4 October 2017, Minutes of Meeting and can be demonstrated.</p> <p>Ukui Estate:</p> <p>In Ukui estate, safety committee has been acknowledged through decree from manpower office No.KPTS.566/DTKT-WAS/2014/84 dated 31/12/2014. Mr. Urip Marbun As Safety Officer (AK3 Umum). The extension has been made through the second party of PT Aprindo Pratama and is still in the process, based on the "Surat Keterangan Pengurusan Perpanjangan" from PT Aprindo Pratama no. 318/AP/K3/VII/2017 dated 13 July 2017.</p> <p>Last Safety committee meeting was held on 04/06/2017, with minutes of meeting discuss the OHS performance on May 2017 and health and</p>	<p>Comply</p>

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		<p>safety welfare BPJS. The safety report has been sent to manpower office on 3-monthly basis.</p> <p>Ukui Smallholder: Ukui Smallholder Manager has appointed person responsible for OHS aspect, based on the Decree of the Joint Management Board of Air Mas Village, no. 04/KUD-KB/SKPPK3/AE/I/2017, dated 18 January 2017; related Appointment of Responsible Officer for supervision of Health and Safety (K3), on behalf of Mr. Erlin Mega S.</p> <p>Review of manual are conducted by Smallholder Manager in 6 monthly basis. Smallholder Manager conducts regular meetings to review OHS implementation, last meeting done on 20 July 2017 which was attended by Chairman of Farmer Group of 60 people (attendance list available). Smallholder Manager always reports on a regular basis (2 times a year) to the respective agency related to work accidents occurring in the Ukui Plasma, the latest report was made on 22 November 2017 with a 0% accident record.</p>	
4.7.5	<p>A procedure for emergency and work accident shall be available in Indonesian Language; and the workers, who have attended First Aids training, are available in the working areas.</p> <p>- Minor compliance -</p>	<p>Ukui I POM and Ukui Estate: Emergency procedures has been established; for first aid and emergency situation under "Penanganan Keadaan Darurat – Pertolongan Pertama pada Kecelakaan No.AA-447-001-FM-R1" – December 2014.</p> <p>The team for emergency situation has been established – as part of safety committee. Ukui I POM and Ukui Estate are able to demonstrate adequate first aid officer, equipped with first aid kit.</p> <p>First aid officer for Ukui I POM and Ukui Estate: Samiasih. License for Samiasih is certificate no. Ser.4733/PK3-P3K/X/2015 dated 22 October 2015 as "Pembinaan Keselamatan dan Kesehatan Kerja (K3) Bidang Pertolongan Pertama Pada Kecelakaan di tempat Kerja".</p> <p>Several training related to emergency preparedness, such as:</p> <ul style="list-style-type: none"> - Internal First Aider Training Ukui I POM on 14 July 2017, attended by 33 personnel. - Company has provides Basic Fire training on 13/11/2017 for the emergency response team/fire fighting team (all company). - Certification of lift and transport operators on 2/9/2017 - 2/10/2017 followed by 2 operator of 	Comply

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	<p>Motor Grader (Kafrizal) and Compacter (Sardi).</p> <p>Ukui Smallholder: Guidelines on accident and emergency procedures are available and disseminated to all group members. The emergency plan covers the cases of first aid for accident, agrochemical intoxication/exposure, earthquake, flooding, landslide, fire break/forest fire and spillage. First aid kit available with field mandor.</p> <p>Regular training concerning OHS and emergency procedures has been provided by Ukui Smallholder Management. For example training on health and safety/safe working practice has been performed on 20 July 2017 which attended by farmer group leader and farmers as many as 153 participants, attendance list is available.</p> <p>Emergency response training for forest and land fires and basic fire training has been performed on July 2017 attended by 26 attendant and member of Ukui Smallholder.</p> <p>Daily monitoring for Monitoring Fire Control Equipment in 2017 covers: hoe, ax, spade, gancu, bamboo pole, plastic bucket, water hose, sand, rickshaw, wet towel and water pump.</p>	
<p>4.7.6</p> <p>All workers shall be provided with medical care, and covered by accident insurance (see criterion 6.5.3).</p> <p>- Minor compliance –</p>	<p>PT Inti Indosawit Subur have provided clinic for all workers. Referral are made to nearest hospital if there is case of severe/critical. Company also provides social and helath insurance in form of BPJS Ketenagakerjaan and BPJS Kesehatan – for all workers. Receipt of BPJS Kesehatan and Ketenagakerjaan contribution payment period October and November 2017 for all workers can be shown at the time of the audit.</p> <p>Ukui I POM and Estate: Sampled worker holds Jamsostek/BPJS card. Payment made based on proportion from employee' salary deduction and company's levy, as per regulation. Proof of payment submitted to BPJS Ketenagakerjaan is evident for October and November 2017.</p> <p>General medical check up provided for all workers in Ukui I POM. Medical Check Up for workers such as noise level on 29 July – 1 August 2017 to 86 employees and in Ukui Esatete performed on 29 – 31 July 2017, by Focus Clinic Laboratory Pekanbaru to 95 workers associated with the use of</p>	<p>Comply</p>

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	<p>agrochemicals.</p> <p>Medical Check Up for workers such as noise level on 29 July – 1 August 2017 to 86 employees.</p> <p>Sampled taken:</p> <ul style="list-style-type: none"> - Mr. Awaluddin B (welder) by "Focus Clinical Laboratory" with result: there is blood in the urine test, suggestion: consult a doctor for further examination. In the follow-up examination by internal clinic doctor on 19/9/2017 diagnoses as urinary tract infection and has been given medicine, then done re-examination on 22/9/2017 no further complaints. - Mr. Julianus Kiki Mario Silfanto (electrician) by "Focus Clinical Laboratory" with result: there is blood in the urine test, suggestion: consult a doctor for further examination. In the follow-up examination by internal clinic doctor on 19/9/2017 diagnoses as urinary tract infection and has been given medicine, then done re-examination on 22/9/2017 no further complaints. <p>Ukui Smallholder: Ukui Smallholder management provides contribution for the medical care should any worker/member had an accident. Kelompok tani/farmer group has a cash saving and readily available to contribute for the medical care if accident case happens. Individual members basically will responsible if any work related accident occurs in their oil palm plot. As to date, no case of accident happened.</p>		
<p>4.7.7</p>	<p>Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics.</p> <ul style="list-style-type: none"> - Minor compliance 	<p>Ukui Estate: An accident record has been established, for year 2017 there was 49 cases (Medical Aids consist of 10 cases and lost time consist of 10 cases). However, the calculation of lost time accident has been made. Example Lost time injury:</p> <ul style="list-style-type: none"> - On 23/10/2017, namely Mr. Ngateman: the index finger is exposed to thorns when harvested, the lost time injury is 8 days and corrective action has been taken. - The incident on 7/9/2017 namely Ririn (spraying worker / PHL), her foot slipped and dislocated during spraying, lost time accident is 7 days. 	<p>Comply</p>

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		<p>Ukui I POM: Laporan kecelakaan LTA recorded under "Monitoring Kecelakaan Kerja" LTA period January – September 2017, there were 2 cases with lost time for 6 days. Accident recorded on "Rekaman Kecelakaan Kerja" for 2 accidents has been investigated, root cause identified, corrective and preventive action has been prepared.</p> <p>Incident Report period January - September 2017, such as:</p> <ul style="list-style-type: none"> - January-March 2017: there is no accident. - Period April – June 2017: on 8 April 2017 namely Rasta Kurnia there is a medical aid (At the time of repairing the spilled clarification machine, the left hand is slammed into the electro motor causing swelling) the lost time accident is 3 days. Date. 24/4/2017; At the time of repairing the thresher, a worker slips and falls then his head hit the threshing machine, causing swollen and dizzy, the lost time accident is 3 days. - Period July – September 2017: there is no accident. 	
<p>Criterion 4.8: All staff, workers, smallholders and contract workers are appropriately trained.</p>			
4.8.1	<p>Records of training program related to the aspects of RSPO Principles and Criteria shall be available.</p> <p>- Major compliance -</p>	<p>In order to assess training need, employee individual assessment form is filled out by the line manager and sent back to training center. Feed back given through invitation for training, as planned by training center. Other type of training conducted in coordination with relevant government office/bureau.</p> <p>In general PT IIS has developed annual training program for employee 2017, consist of:</p> <ol style="list-style-type: none"> a. Training Calendar for Mill and Tractionary Technicians compiled by Asian Agri Learning Institute, consists of 3 types of training for Technical Mill personnel i.e. Biogas Plant Training, KCP and Staff Evaluation for working period < 2 years; and 2 types of training for Tractionary workers (Road maintenance and Staff Evaluation for working period < 2 years. b. Training Calendar for Mill operators, consist of training for Boiler, Welding and Gas Engine operator; and training for Heavy Equipment Mechanics (Altrack dan Probesco). c. Training Calendar of special certification for 	Comply

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		<p>operator, consist of 7 type of training, e.g. Certification of lifting and transport operators, electricians, welders, steam, Safety Officer, Firs Aider and Hiperkes.</p> <p>d. Training Program of Environment and Sustainability, consist of 9 type of training, e.g. Basic Fire, First Aider/PPGD, HCV awareness, Sustainability Awareness, Tracebility and Mass Balance, Awareness ISO 14001:2015, HIRADC, Inspection, Observation and Investigation.</p> <p>Ukui Smallholder: The training for Best management practice and OHS as well as RSPO principle nd criteria has been conducted by Smallholder management to KUD and member of smallholder. Realization of training was recorded in "Realisai Pelatihan Kebun Plasma Ukui", e.g.: Latest training was conducted on 5 Sept 2017 in KUD Usaha Baru, 16 Sept 2017 at KUD Sumber Bahagia, and 16 June 2017 at KUD Karya Bersama.</p> <p>The training module and record were available in "Buku Panduan dan Catatan Petani" and distributed to each farmer member for reference.</p>	
4.8.2	<p>Records of training for each employee shall be maintained.</p> <p>- Minor compliance –</p>	<p>PT Inti Indosawit Subur – Ukui Group has prepared training record for each employee, both for mill and estate.</p> <p>Ukui I POM: Training record for each mill worker is evident. Sample taken:</p> <ul style="list-style-type: none"> - Mr.Jumadi, boiler operator trained with "Sertifikasi Operator Pesawat Uap Kelas I" on 22/05-01/06/2008; Basic Fire training on 26/05/2010; Basic safety training on 06-07/12/2012; - Mr. Indra Ginting, sterilizer operator training experience "Sertifikasi Operator Pesawat Uap Kelas I" on 22-26/08/2011; - Mr.Syahrial, power generator operator training experience "Sertifikasi Operator Genset" on 30/06/2010; Maintenance generator on 25/07/2012; - Mr.Sukardi, laboratory analyst training experience emergency procedure training on 22/05/2013, 18/02/2011, 15/06/2010; Laboratory analyst training on 03-04/05/2011. <p>Ukui Estate: Sample taken: Mrs. Wakijem (spraying worker) limited pesticide training 22/09/2015, Mr.Sutriono</p>	Comply

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		<p>(spraying supervisor) Limited pesticide training 22/09/2015, Mr.Rocky Tindaon and Mrs.Samiasih (paramedic) First aider training 08-09/09/2015.</p> <p>Ukui Smallholder: Ukui Smallholder management kept training record in "Realisai Pelatihan Kebun Plasma Ukui", whilst members kept the training module and record in "Buku Panduan dan Catatan Petani" which distributed to each farmer member for reference. Also recorded others training such as: Harvesting, Best Management Practice, HCV and company policy.</p>	
<p>Principle 5: Environmental responsibility and conservation of natural resources and biodiversity</p>			
<p>Criterion 5.1: Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.</p>			
<p>5.1.1</p>	<p>Environmental impact assessment document(s) shall be available.</p> <p>- Major compliance -</p>	<p>The environmental impact analysis documented in ANDAL, RKL RPL included consultation with relevant stakeholders to identify impacts and to develop any mitigation measures. PT Inti Indosawit Subur – Ukui group is able to demonstrate environmental impact assessment in AMDAL document (Studi Analisis Dampak Lingkungan/ANDAL Perkebunan Kelapa Sawit Pola PIR – Transmigrasi dan Pabrik Minyak Kelapa Sawit/PMKS di Kabupaten Kampar, Indragiri Hulu dan Bengkalis Propinsi Riau). AMDAL document has approval as per "SK Menteri Pertanian No.013/ANDAL/HA/V/95" dated 05/05/1995. In addition, environmental management and monitoring plan - RKL/RPL as per "Surat Keputusan Menteri Pertanian No.03/RKL-RPL/BA/IV/1996" dated 04/04/1996.</p> <p>PT Inti Indosawit Subur – Ukui Group has increase the mill capacity in 2009, Environmental Impact Assessment for mill capacity increase has been conducted and presented in "Dokumen Pengelolaan dan Pemantauan Lingkungan Hidup (DPPL) Peningkatan kapasitas PMKS dan Sarana Pendukung PT Inti Indosawit Subur Kebun Ukui". DPPL document has been approved by Riau Governor as per "Surat Keputusan Gubernur Riau No.976/X/2009 tentang Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL) untuk Peningkatan Kapasitas PMKS dan sarana pendukung PT. IIS –</p>	<p>Comply</p>

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	<p>Kebun Ukui untuk Kebun Inti dan Kebun Plasma dengan Kapasitas Ukui I POM (90 ton TBS/jam) dan Ukui II (75 ton TBS/jam)", dated 28/10/2009.</p> <p>Environmental Impact Assessment for Kernel Crushing Plant operation presented in "Dokumen Upaya Pengelolaan Lingkungan (UKL) dan Upaya Pemantauan Lingkungan (UPL) Kegiatan Pabrik Pengolahan Kernel Pada Pabrik PMKS Ukui - 1". UKL-UPL document has been approved by Badan Lingkungan Hidup Kabupaten pelalawan (Environmental Agency Pelalawan regency) as per "Pengesahan Badan Lingkungan Hidup Kabupaten Pelalawan No.660/BLH-AM/2012/180 tanggal 22 Februari 2012 tentang Rekomendasi atas UKL-UPL Kegiatan Pembangunan KCP di Pabrik Ukui I".</p> <p>Environmental impact assessment covered in ANDAL, RKL RPL document and environmental aspect and impact, e.g.:</p> <p><u>Pre construction:</u></p> <ul style="list-style-type: none"> - Employee recruitment <p><u>Construction:</u></p> <ul style="list-style-type: none"> - Nursery - Land clearing and planting preparation - Infrastructure and supporting facility construction and development - Land preparation - Imature Palm oil plant upkeeping - Mill location planning - Palm Oil Mill construction <p><u>Operation :</u></p> <ul style="list-style-type: none"> - Mature plantation upkeeping - Soil and water conservation - Land application (waste water application to palm oil plantation) and EFB application - Harvesting and collecting FFB - FFB transportation to Palm Oil Mill - FFB Processing in Palm Oil Mill - Transportation facility providing and maintenance - CPO and PK transportation - Waste water processing - Replanting - Partnership cooperation <p>Environmental impact assessment was conducted through regular environmental monitoring, e.g. river water quality, mill effluent quality, air emission, economical, social and culture of community and wildlife.</p>	

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	<p>Environmental monitoring and management report reported in regular basis each semester in "Laporan Pelaksanaan Izin Lingkungan". Report semester I (Period January – June 2017) has been sent to the government (Badan Lingkungan Hidup Kab. Pelalawan) on 28 August 2017, to PPE Region Sumatera on 29 August 2017 and to KLH/Ministry of Environment and Forestry on 25 August 2017. Evidence of report submission can be demonstrated in "Daftar Distribusi Eksternal".</p> <p>Ukui Smallholder: Environmental Impact Assessment and HCV assessment of Ukui Plasma has identified the significant potential environmental impacts deriving from operational activities such as land clearing, land development and road construction at palm oil plantations.</p> <p>Smallholder Manager has provided document of Aspect – Impact Evaluation of the environment as per "Evaluasi Aspek – Dampak Lingkungan EMS-431-002-LT updated on 1 January 2017. Contain information of work activities, pollutant and environmental impact, action plan to mitigate the pollution and environmental impact, target and PIC.</p>	
<p>5.1.2</p>	<p>Environment management plan document to prevent negative impacts, its implementation report and revision (if the identification of impact requires changes in current company's practices) shall be available. The company's management shall appoint the responsible person(s) for the implementation of the document.</p> <p>- Minor compliance -</p>	<p>Comply</p>

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	<p>2001. Performed by create terracing, land cover crop planting in open area and sloping area, organic fertilizer usage, natural predator usage for pest control, operating IPAL, land application, flat bed maintenance in land application area, housekeeping implementation and proper waste handling.</p> <ul style="list-style-type: none"> - Soil quality management performed by land application management according to KepMen LH No. 28 Tahun 2003, groundwater quality check, flat bed maintenance, vegetation planting around waste water pond and maintenance of waste water pond, domestic and hazardous waste management. - Erosion and sedimentation management performed by creating and maintenance the individual terrace (tapak kuda) in area with slope 3 – 15% and maintain the land cover crop (Leguminosae), frond stacking and EFB application. - Flora fauna management performed by signboard installation regarding prohibition of plant destruction in conservation area, vegetation enrichment in conservation area, wildlife protection and maintain the conservation area. - Community perception management performed in order to prevent and control the negative perception and potential conflict from community against employee recruitment process. Company has conducted workers recruitment transparently, each vacancy were publish to surrounding village, FFB purchasing from local plantation surrounding company, coaching and conseling to plasma member, CSR programme implementation. <p>Ukui Smallholder: During site visit and interview with smallholder member in KUD Sumber Bahagia, KUD Karya Bersama and KUD Usaha Baru, they have implementing the environmental impacts and contribute to reduce the environmental impact. For example, the ex fertilizer sack must be handled by triple rinse and use as loosefruit sack, the innerbag was delivered to collector; they aware about prohibition chemical activity near to the river and prohibition of animal hunting in the plantation area.</p> <p>Ukui Smallholder Manager has developed mitigation plan to reduce environmental risks, presented in</p>	

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		<p>"Hasil Identifikasi Sumber Polusi di Perkebunan Petani" dated 8 January 2017. Mitigation plan develop by Group Manager such as:</p> <ul style="list-style-type: none"> - Optimize FFB transportation, by one way and not returning to the kavling/block to reduce the fossil fuel usage - TPH arrangement along the side collection road to become one way to ease the FFB transportation - Performing the proper fertilizing and appropriately to reduce the water pollution, prohibit to fertilizing in riparian areal (3 m from left and right side) - Use the appropriate PPE to reduce the impact of spraying activity and cooperate with TUS team PT Inti Indosawit to handling the chemical weeding in Plasma Ukui. - Proper application of fertilizer dan pesticide according to recommendation and handle by trained person. - Minimize the electrical usage to reduce the fossil fuel and air pollution. 	
5.1.3	<p>Environment monitoring plan document, its implementation report, and the corrective plan (if non-conformance arised from the monitoring result) shall be available. This plan is reviewed on two-yearly basis.</p> <p>- Minor compliance –</p>	<p>Environment monitoring plan document were available in Environmental Monitoring plan (RPL-Rencana Pemantauan Lingkungan) document. Document has been approved by by Governor Riau as per "Surat Keputusan Gubernur Riau No.976/X/2009 tanggal 28 Oktober 2009 tentang Dokumen Pengelolaan dan Pemantauan Lingkungan. Environmental monitoring based on document :</p> <ul style="list-style-type: none"> - Air quality and noisy monitoring from FFB processing performed by emission measurement against Boiler and generator each semester, ambient air quality measurement each semester, noisy measurement (indoor and outdoor) each semester, odor measurement each semester. - Surface water quality and water biota monitoring to prevent and control the physic and chemist quality of surface water comply to PP Nomor 82 tahiun 2001. Perfomed by waste water quality monitoring each month, hazardous waste monitoring, land application monitoring, surface water quality monitoring each semester - Soil quality monitoring performed by soil sampling analysis in "rorak, antar rorak and lahan control", EFB application monitoring, 	<p>Not Comply Comply</p>

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	<p>groundwater analysis each year.</p> <ul style="list-style-type: none"> - Erosion and sedimentation monitoring performed by erosion measurement according to USLE method. Measurement result shown erosion level between 6.17 – 41.60 ton/ha/year for Ukui Estate and categorized as good criteria. - Flora fauna monitoring performed by wildlife monitoring and monitoring the conservation area each month. - Community perception monitoring performed by community interview, employee data monitoring, interview with village head or public figure regarding their perception to company. <p>All management plan has been implemented well by company according to RPL document. The implementation report has been reported to government agency per semester (six monthly). The company reviewed the management plan on two-yearly basis.</p> <p>Ukui Smallholder: Smallholder management has organized the training for members on environmental risks and mitigation measures on 30 August 2017 attended by 57 participants from each KUD and KT Plasma Ukui. The training records were evident such as: attendance list, minutes of training and photographs. The smallholder reviewed the management plan on two-yearly basis.</p> <p>Smallholder management monitors the usage of ex-fertilizer sacks in Plasma Ukui each month. The monitoring records were evident in "Monitoring Penggunaan Bekas Karung Pupuk untuk Tempat Brondolan" period January – August 2017. For example in KUD Sumber Bahagia, each KT used 200 – 210 ex-fertilizer sacks for loosefruit; in KUD Usaha Baru each KT used 240 – 300 ex-fertilizer sacks for loosefruit.</p> <p>Smallholder management also monitors the implementation of mitigation plans to reduce environmental impact such as: ensure the TUS team does not perform spraying work near the river (3 m from left and right side), ensure there is no illegal hunting in plantation areas of Plasma Ukui.</p> <p>Minor Nonconformities: The company has documented an environmental monitoring plan, however there is an inconsistency</p>	

Criterion / Indicator		Assessment Findings	Compliance						
		<p>of its implementation and report.</p> <ul style="list-style-type: none"> - The company has analyzed surfaced water quality according to "RKL-RPL" in March 2017 by "UPT Pengujian Material Dinas PU dan Penataan Ruang". However there is no further explanation of surface water quality monitoring in the RKL-RPL report and no trend evaluation against the analysis report. - The company has RKL-RPL Matrix which stated activities to monitor the community economic condition, community anxiety, community health problems which conducted by interview with labor, public figure, community and village official. However there is lack of evidence that interview has been done, lack of interview result attached in the report. 							
<p>Criterion 5.2:</p> <p>The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.</p>									
<p>5.2.1</p>	<p>Record(s) on the results of High Conservation Value (HCV assessment) that includes both the planted area and the relevant wider landscape-level considerations (such as wildlife corridors) shall be available.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group is in cooperation with Faculty of Forestry, Bogor Agriculture University in preparing HCV Identification "Dokumen Identifikasi dan Analisis Keberadaan Nilai Konservasi Tinggi (NKT) di Areal Perkebunan Kelapa Sawit di Kebun Ukui dan Soga pada tahun 2010". Guidance use is HCV Toolkit 2008. The document has put into consideration the landscape condition, including Teso Nilo National Park near the plantation. HCV assessment was including plasma/scheme smallholder area.</p> <p>The assessment team comprise of Ir.Nyoto Santoso, MS as lead assessor HCV RN registered lead assessor, Ir.Heru B Pulunggono, MSC (hydrology and soil conservation), Handian Purwawangsa, S.Hut, MSI, (social), Iing Nasihin S.Hut, MSi (flora and GIS), Tutut Sunarminto, MSi, (social and cultural), Yanti Apriyanti,S.Pi (social and cultural), Rizki Ratna Ayu Paramita Sari, S.Hut (social and cultural). The HCV assessment identified the presence of HCV 1.1, HCV 1.2, HCV 1.3, HCV 2.3, HCV 4.1 and HCV 6 with total (under PT Inti Indosawit Subur – Ukui Group/Ukui Estate and Soga Estate) of 234.458 Ha.</p> <p>HCV in Ukui Estate</p> <table border="1"> <thead> <tr> <th>HCV</th> <th>Status</th> <th>Ha</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	HCV	Status	Ha				<p>Comply</p>
HCV	Status	Ha							

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Criterion / Indicator		Assessment Findings			Compliance
		River/Sungai Air Hitam Kiri	1.1, 1.2, 1.3, 4.1	47.071	<p>Most of the HCV identified, located within the existing plantation. Company maintain the riparian area. A number of fauna identified in the plantation area: Mammals such as "Kucing kuwuk" (<i>Felis bengalensis</i>), "Kancil" (<i>Tragulus javanicus</i>), "Kijang" (<i>Muntiacus muntjak</i>), "Trenggiling" (<i>Manis javanica</i>), Monkey (<i>Macaca fascicularis</i>), "Beruk" (<i>Macaca nemestrina</i>), "Musang" (<i>Paradoxurus hermaphroditus</i>). Birds such as "Raja udang meninting" (<i>Alcedo meninting</i>), "Burung madu" (<i>Aethopyga siparaja</i> and <i>Nectarinia jugularis</i>), "Elang tikus" (<i>Elanus caeruleus</i>), "Elang ular bido" (<i>Spilomis cheela</i>), "Cekakak belukar" (<i>Halicyon smymensis</i>), "Kipasan belang" (<i>Rhipidura javanica</i>). Reptile such as "Ular Piton" (<i>Phyton molurus</i>), Biawak (<i>Varanus salvator</i>). Identified also protected plants such as "Meranti batu" (<i>Shorea leprosula</i>), "Meranti bunga" (<i>Shorea teysmanniana</i>).</p> <p>HCV assessment performed in consultation with relevant stakeholders/public consultation.</p> <p>The HCV identification report was peer reviewed by WWF on 10/25/2010 - 10/27/2010.</p>
		River/Sungai Air Hitam Kanan	1.1, 1.2, 1.3, 4.1	22.984	
		Tributary/Anak Sungai Air Hitam Atas	1.1, 1.2, 4.1	15.926	
		Tributary/Anak Sungai Air Hitam Kiri	1.1, 1.2, 4.1	14.031	
		Tributary/Anak-Anak Sungai Napuh	1.1, 1.2, 4.1	6.891	
		Lake/Danau (Rawa) Bengkuang	1.1, 1.2, 1.3, 4.1	1.925	
		Water reservoir/ Kolam (Danau) Ukui 1 POM	1.1, 4.1	3.367	
		Protected forest/Hutan Makam Keramat	1.2, 1.3, 2.3, 6	3.965	
		Total		116.160	
5.2.2	<p>Where rare, threatened or endangered (RTE) species and or other HCVs are present or affected by the plantation and mill operations, an appropriate measures that are expected to maintain or enhance them shall be implemented through a management plan.</p> <p>- Major compliance -</p>	<p>A number of fauna identified in the plantation area: Mammals such as "Kucing kuwuk" (<i>Felis bengalensis</i>), "Kancil" (<i>Tragulus javanicus</i>), "Kijang" (<i>Muntiacus muntjak</i>), "Trenggiling" (<i>Manis javanica</i>), Monkey (<i>Macaca fascicularis</i>), "Beruk" (<i>Macaca nemestrina</i>), "Musang" (<i>Paradoxurus hermaphroditus</i>). Birds such as "Raja udang meninting" (<i>Alcedo meninting</i>), "Burung madu" (<i>Aethopyga siparaja</i> and <i>Nectarinia jugularis</i>), "Elang tikus" (<i>Elanus caeruleus</i>), "Elang ular bido" (<i>Spilomis cheela</i>), "Cekakak belukar" (<i>Halicyon smymensis</i>), "Kipasan belang" (<i>Rhipidura javanica</i>).</p>			

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	<p>Reptile such as "Ular Piton" (<i>Phyton molurus</i>), Biawak (<i>Varanus salvator</i>). Identified also protected plants such as "Meranti batu" (<i>Shorea leprosula</i>), "Meranti bunga" (<i>Shorea teysmanniana</i>).</p> <p>Company has prepared a procedure for protection of flora and fauna, explained in Environmental Management System: Biodiversity (AA-432-002e-LT), IUCN redlist (AA-432-006-LT), CITES list (AA-432-07-LT).</p> <p>Estate has established the management plan to maintain and/or enhance High conservation value area. HCV management and monitoring plan described measures taken for each HCV and its monitoring. Relevant laws were taken into account for determining appropriate measure including UU #5/1990 about Natural resources conservation, PP#7/1999 about List of protected plan and wildlife, Kepres #32/1990, and PP #26/2008. Conservation management plan consist of :</p> <ul style="list-style-type: none"> - Area demarcation - Sozialization of HCV area and protection to employee and surrounding community - Riparian restoration - Prohibiting chemical application in riparian zone <p>Signboards are placed on the area identified with conservation values. Monitoring for the HCVs are carried out as per Conservation Management Plan. The conservation management plan covers area enhancement, socialization to workers and local communities, prohibition of chemical regime near the area and river buffer zone' restoration. Plan for monitoring and patrol has been incorporated into the management and monitoring plan. Another effort planned was to have HCV sign board and "no-hunting" sign boards placed near identified HCV areas – on progress. PT Inti Indosawit Subur – Ukui Group is also having procedure to monitor the protected/conservation area as per "SOP Pemantauan Areal Lindung" No.AA-PL-08-EFP – describing procedure for vegetation monitoring, wildlife monitoring (path and rapid method), conservation area inspection procedure, vegetation enhancement procedure and data analysis procedure.</p> <p>Field observation to HCV area and document verification "Laporan Monitoring Pengelolaan Tumbuhan dan Satwa Nilai Konservasi Tinggi" of PT</p>	

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	<p>Inti Indosawit Subur – Kebun Ukui period semester I 2017 can be demonstrate that the measures contained in the management plan been actively implemented.</p> <p>Company continuously disseminating HCV and wildlife protection to employee and surrounding community.</p> <p>Ukui Smallholder: The management of Ukui Smallholder has develop the Conservation Management Plan 2017, updated on 6 March 2017 consist of:</p> <ul style="list-style-type: none"> - Area demarcation and maintenance the boundary markers - Socialization of HCV area and protection to employee and surrounding community - Riparian restoration - Prohibiting chemical application in riparian zone/river border. <p>Regarding issue raised by WWF (Flaying Swap) and Teso Nilo National Park during previous assessment related potential elephant attack in planned smallholder replanting area, during this assessment Ukui Smallholder Manager has defined the SOP for individual members to report on threats to HCVs and presence of RTE species in the procedure "Konflik Dengan Satwa Yang Dilindungi No. 015/DOK/SOP/PT.KLU-AA/2016" dated 2 December 2016.</p> <p>Each individual member shall be identified and observe the RTE species in their kavling. Each member notes the presence of RTE species in their "Buku Panduan dan Catatan Petani", the report was delivered to Ukui Smallholder Manager and forward to official of "BKSDA Riau". If the RTE species was Sumateraan Elephant, Smallholder Manager shall coordinated with BKSDA Riau and WWF Flying Squad to handle and prevent the conflict between human and animal.</p>	
<p>5.2.3</p>	<p>Program(s) to socialize the status of protected, rare, threatened or endangered (RTE) to all workers shall be available, including records of appropriate sanction disciplinary measures to any individual working for the company who is found to capture, harm, collect or kill</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>these species.</p> <p>- Minor compliance –</p>	<p>can be demonstrated.</p> <p>Ukui Smallholder: Management of Ukui Smallholder has conducted training of HCV on 30 August 2017 attend by 57 participant from each KUD and KT Plasma Ukui. The training records were evident such as: attendant list, minutes of training and photograph. Each KUD and KT Plasma Ukui has disseminated the HCV training content to the entire smallholder member.</p> <p>Management of Ukui Smallholder also provided "Buku Panduan dan Catatan Petani Plasma" which contains information and guidance on HCV and RTE species status and the regulation of prohibition of the HCV destruction, RTE species illegal hunting and how they involve and contribute to conserve the HCV and RTE species.</p>	
<p>5.2.4</p> <p>Once the management plan is prepared, continuous monitoring documentation and report regarding the status of the RTE and HCVs are affected by the operations of the plantation and palm oil mill shall be available, and the results of monitoring are to be used to follow-up on the improvement of the management plan.</p> <p>- Minor compliance –</p>	<p>Company has prepared Conservation Management Plan, detailing location of HCV area, hectare of HCV area, management objective, management program, method, person in charge, target of implementation and monthly status.</p> <p>Company has consistently monitors the status of HCV area, as well as protected flora and fauna species. This is recorded in "Laporan Monitoring Tumbuhan dan Satwa Liar PT IIS periode Semester I 2017" – monitoring period January – June 2017. The report explains the monitoring on status of pland and wildlife, disturbance and damage to the protected area.</p> <p>Wildlife observations are conducted monthly by Mandor HCV in each Afdeling. Last observation in November 2017 documented in the "Daftar Temuan satwa liar di areal kebun" observed several protected species in Afdeling I, II, II and IV such as: cekakak belukar (<i>Halcyon smyrnensis</i>), Kipasan belang (<i>Rhipidura javanica</i>), Crimson Sunbird (<i>Aethopyga siparaja</i>). Types of mammal such as <i>Felis bengalensis</i>, <i>Tragulus javanica</i>, <i>Muntiacus muntjak</i>, <i>Manis javanica</i> is rarely seen at the time of observation. Reptilian which frequently observed was Biawak (<i>Varanus salvator</i>) and Ular Kobra (<i>Naja sp</i>).</p> <p>Ukui Smallholder: Management of Ukui Smallholder has defined the mechanism for individual members to report on</p>	<p>Not Comply Comply</p>

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	<p>threats to HCVs in the procedure “Konflik Dengan Satwa Yang Dilindungi No. 015/DOK/SOP/PT.KLU-AA/2016” dated 2 December 2016.</p> <p>All member has responsible to report the presence of RTE species, animal conflict, and threats to HCVs in their kavling. They report to KUD or KT and forward to Smallholder Manager.</p> <p>Minor Nonconformities: The company has prepared conservation management plan dated 12 September 2017, however some of the plan is not relevant with the actual implementation, such as:</p> <ul style="list-style-type: none"> - Renewal Agreement letter “Nota Kesepahaman” with Pemangku Adat Petalangan No. 001/EM-KUK/NKPB/05/10 tentang Pengelolaan bersama hutan lindung Blok I-B89 serta Sungai dan Sempadan Sungai Pematang (expired June 2012). The Agreement letter has been issued since 2012. - Riparian restoration program, the actual condition is there is no longer restoration activity since 2016-2017. - Based on the monitoring result and HCV assessment result, some RTE species were identified, however there is no management plan to maintain and enhance the RTE species. 	
<p>5.2.5</p>	<p>Where HCV areas overlapped with an identified local community’s land, there shall be evidence of a negotiated agreement that optimally safeguard their HCVs and the local community’s rights.</p> <p>- Minor compliance –</p> <p>Based on document verification, field visit and interview with stakeholders, there was no HCV area under existing rights of local community.</p> <p>However company makes a memorandum of understanding with Pemangku Adat Petalangan in Partnership management of protected forests in Block I-B 89a Ukui Estate, Riparian and Pematang river holders. MoU No. 002/EM-KUK/NKPB/06/12 dated June 25th, 2012. Contains understanding to secure the area with direct security (routine patrol) and indirect socialization i.e. the maintenance of information boards and boards prohibition and protection of protected areas on a regular basis. This cooperation agreement is valid for 10 years.</p> <p>During field visit in HCV area “Hutan Keramat” in block B89A indicated that the HCV area is well maintained and there is no disturbance and destructive activity in the HCV area. Found some graveyard in the HCV area and save by local community and also company.</p>	<p>Comply</p>

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		<p>Ukui Smallholder: Duing audit and based on field visit as well as interview with local stakeholder, there is no reporting in cases where there is an overlap of local community rights and HCV areas. All owner has the legal land title or authority letter.</p>	
<p>Criterion 5.3: Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.</p>			
5.3.1	<p>A documented identified source of all waste and pollution, shall be available. - Major compliance -</p>	<p>Ukui I Mill and Ukui Estate: Waste products have been identified and documented under the "Evaluasi Aspek-Dampak Lingkungan" (Environmental Aspect impacts) EMS-431-003-LT. This document is updated once a year, latest updated on 3 August 2017. PT Inti Indosawit Subur has a waste management plan, identifying type and source of waste and the disposal plan.</p> <p>PT Inti Indosawit Subur has a procedure to handle hazardous waste under "Prosedur Penanganan Limbah B3" No.AA-KL-06-EFP explains mechanism to collecting the waste, recording and disposal to licensed third party.</p> <p>The company store hazardous waste in temporary storage with permit based on "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten pelalawan Nomor: KPTS.503/BPMP2T-PLY/18/2015 Tentang Izin pengelolaan Limbah Bahan Berbahaya dan Beracun (B3) Untuk Kegiatan Penyimpanan Sementara Limbah B3 kepada PT Inti Indosawit Subur Ukui" dated 29 December 2015 valid until 29 December 2020. Company has permit to store the hazardous waste maximum for 180 day. The hazardous waste from temporary storage is sent to the registered collector which approved by Environmental Ministry, namely PT Sumatera Deli Lestari Indah-PT Indostar Cargo. PT Inti Indosawit Subur has cooperated as per "Kesepakatan Kerjasama Pengelolaan Limbah B3 antara PT Inti Indosawit Subur dengan Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo dan PT Andhika Makmur Persada No. 004/AA-SDLI-ISC-PPLI/III/2017" dated 3 March 2017.</p> <p>PT Indostar Cargo has license from Indonesia Ministry of Environment as per "Rekomendasi Pengangkutan Limbah Bahan Berbahaya dan Beracun Nomor: B-</p>	Comply

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	<p>11648/Dept.IV/LH/PDAL/10/2014" dated 15 October 2014, valid until 5 years 15 October 2019.</p> <p>Ukui Smallholder: Ukui Smallholder manager has a policy and mechanism to manage the waste from ex fertilizer sack according to procedure of "Pengelolaan Kemasan Ex (Bekas) Pupuk di Kebun No. 035/DOK/SOP/PT.IIS KLU-AA/2016" dated 2 December 2016.. The ex fertilizer sack must be handled by triple rinse and use as loosefruit sack, the innerbag of fertilizer was delivered to collector. During site visit and interview with smallholder member in KUD Sumber Bahagia, KUD Karya Bersama and KUD Usaha Baru, they were well aware of the mechanism.</p> <p>Ukui Smallholder management has monitored the usage of ex fertilizer sack in Plasma Ukui each month. The monitoing record were evident in "Monitoring Penggunaan Bekas Karung Pupuk untuk Tempat Brondolan" period January – August 2017. For example in KUD Sumber Bahagia, each KT were use 200 – 210 ex fertilizer sack for loosefruit; in KUD Usaha Baru each KT were 240 – 300 ex fertilizer sack for loosefruit.</p>	
<p>5.3.2</p>	<p>There shall be evidence that all chemicals and their empty containers are disposed of responsibly.</p> <p>- Major compliance -</p> <p>Ukui I Mill and Ukui Estate: The disposal methods of chemicals and their containers were described on documented procedure "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008. PT Inti Indosawit Subur – Ukui Group collects all hazardous waste from each estates and mills into temporary hazardous waste storage in central workshop compound. The temporary hazardous waste storage has the applicable permit, as per "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten pelalawan Nomor: KPTS.503/BPMP2T-PLY/18/2015 Tentang Izin pengelolaan Limbah Bahan Berbahaya dan Beracun (B3) Untuk Kegiatan Penyimpanan Sementara Limbah B3 kepada PT Inti Indosawit Subur Ukui" dated 29 December 2015 valid until 29 December 2020.</p> <p>PT Inti Indosawit Subur has an agreement in transporting the hazardous waste with contractor PT Sumatera Deli Lestari Indah-PT Indostar Cargo as per: - "Kesepakatan Kerjasama Pengelolaan Limbah B3</p>	<p>Comply</p>

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	<p>antara PT Inti Indosawit Subur dengan Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo dan PT Andhika Makmur Persada No. 004/AA-SDLI-ISC-PPLI/III/2017” dated 3 March 2017.</p> <p>- “Kesepakatan Kerjasama Pengelolaan Limbah B3 antara PT Inti Indosawit Subur dengan Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo dan PT Prasadha Pamunah Limbah Industri No. 003/AA-SDLI-ISC-PPLI/III/2017” dated 3 March 2017.</p> <p>Agreement contract valid for one year. PT Sumatera Deli Lestari Indah – PT Indostar Cargo is a licensed hazardous waste collector and PT Andhika Makmur Persada and PT Prasadha Pamunah Limbah Industri is a licensed user, processor and hazardous waste hoarders.</p> <p>PT Indostar Cargo also has a permit of hazardous waste transporting as per “Kartu Pengawasan Izin Penyelenggaraan Angkutan Barang Khusus Untuk Mengangkut Barang Berbahaya Nomor: SK.1066/AJ309/DJPD/2017/120710258bb-0025” dated 17 March 2017 valid until 17 March 2018.</p> <p>Records of hazardous waste:</p> <ul style="list-style-type: none"> - Neraca Limbah B3, reported each quarter to Environmental Agency Pelalawan Regency. Latest report submission for period July – September on eary December 2017 and also verified for report period April – June 2017 on 11 August 2017. Hazardous waste balance per 9 December 2017 as below: <ul style="list-style-type: none"> <u>Ukui Estate</u>: Used oil 113 L, Used filter 20 pcs, Ex pesticide container 29 kg (165 pcs), Ex Agrochemical Jerycan 22 pcs, Ex oil drum 21 pcs, contaminated particle 11 kg. <u>Ukui I POM</u>: Ex oil drum 34 pcs. - Hazardous Waste Manifest (Dokumen Limbah B3) by transporter PT Indostar Cargo: <ul style="list-style-type: none"> ✓ Nomor 0018524 dated 25 October 2017 item Kaleng cat bekas, botol kimia, jerigen bekas with volume 2.64 ton, processor by PT Prasadha Pamunah Limbah Industri ✓ Nomor 0018522 dated 25 October 2017 item medical waste with volume 0.01 ton, processor by PT Tenang Jaya Sejahtera ✓ Nomor 0018521 dated 25 October 2017 item Used Rags with volume 0.60 ton, processor 	

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	<p>by PT KNBP</p> <ul style="list-style-type: none"> ✓ Nomor 0018520 dated 25 October 2017 item used oil with volume 3.80 ton, processor by PT KNBP. ✓ Nomor 0018520 dated 25 October 2017 item contaminated solid waste with volume 1.50 ton, processor by PT Andika Makmur Persada. <p>Ukui Smallholder: Proper disposal of pesticide waste material was implemented according to procedure "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008. Pesticide waste was reuse as mixing water for the next spraying activity. All empty pesticides containers were triple rinsed and stored in the temporary storage of hazardous wastes.</p> <p>Ukui Smallholder has defined the procedure "Pengelolaan Kemasan Ex (Bekas) Pupuk di Kebun" No. 035/DOK/SOP/PT.IIS KLU-AA/2016 dated 2 December 2016. All ex fertilizer sack was prohibited to dispose in plantation and housing area. All the ex fertilizer sack usage must be identified and report to Ukui Smallholder Manager. Ex fertilizer scak were triple rinsed and reused as loosefruit sack and the innerbag plastic is deliver to collector.</p> <p>Smallholder manager has monitored the usage of ex fertilizer sack in Plasma Ukui each month. The monitoing record were evident in "Monitoring Penggunaan Bekas Karung Pupuk untuk Tempat Brondolan" period January – August 2017.</p>	
<p>5.3.3</p> <p>A documented waste management plan to avoid or reduce pollution and its implementation shall be available.</p> <p>- Minor compliance –</p>	<p>The company has developed hazardous waste management plan, including infectious waste from clinic. The hazardous waste collected in temporary storage and disposed off through licensed contractor. The Company has a MoU with PT Maju Asri Jaya Utama and PT Bank Sampah Indonesia for transporting and collecting hazardous waste and medical waste. Transporter also has cooperation with licenced contractor to processing hazardous waste, namely PT Shali Riau Lestari.</p> <p>Waste and pollution sources have been identified and documented, including used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and</p>	<p>Comply</p>

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		<p>domestic household refuse. Record of identification was presented in "Evaluasi Aspek Dampak Lingkungan".</p> <p>The company started at the beginning this year to re-cycle anorganic waste where the company built the waste storage.</p> <p>Ukui Smallholder: Smallholder Manager has developed mechanism of domestic waste management. The mechanism has disseminated to all KUD, KT and member. Domestic waste management perform by segregating organic and inorganic waste. Organic waste used as composting and inorganic waste was selected by type of waste such as: paper and plastic waste collected and deliver to collector, glass and steel was collected and deliver to PT IIS waste storage and other inorganic waste deliver to final sanitary landfill.</p> <p>Ukui Smallholder has defined the procedure "Pengelolaan Kemasan Ex (Bekas) Pupuk di Kebun" No. 035/DOK/SOP/PT.IIS KLU-AA/2016 dated 2 December 2016. All ex fertilizer sack was prohibited to dispose in plantation and housing area. All the ex fertilizer sack usage must be identified and report to Ukui Smallholder Manager. Ex fertilizer scak were triple rinsed and reused as loosefruit sack and the innerbag plastic is deliver to collector.</p> <p>Smallholder manager has monitored the usage of ex fertilizer sack in Plasma Ukui each month. The monitoing record were evident in "Monitoring Penggunaan Bekas Karung Pupuk untuk Tempat Brondolan" period January – August 2017.</p>	
<p>Criterion 5.4: Efficiency of fossil fuel use and the use of renewable energy is optimised.</p>			
5.4.1	<p>A plan for improving efficiency of the use of fossil fuels and to optimize renewable energy shall be in place and monitored.</p> <p>- Minor compliance –</p>	<p>Ukui Estate and Mill monitors the use of diesel fuel every month. Budget usage of diesel fuel in Ukui Estate is 31,621 L per month. Actual usage of average diesel fuel per month is 19,000 - 22,000 L with ratio 2.92 L/ton FFB. Total diesel fuel usage from January to November 2017 is 170,064 and still under budget 379,456 L.</p> <p>While in Ukui I Palm Oil Mill budget usage of diesel fuel is 38,268 L per month. Actual average diesel usage per month 28.419 - 31.996 L with average use of diesel fuel 4.35 L/ton FFB. Total usage from</p>	Comply

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	<p>January to November 2017 is 240,857 L and still under budget 459,216 L. Diesel use trend per year always decreases.</p> <p>Diesel fuel efficiency in Estate the efficiency of diesel is done by limiting the genset working hours for housing but not reducing the basic need of electricity for housing. Each home unit is also limited for 2 amperes of power. Beside that, plan for improving efficiency of the use of fossil fuels and to optimise renewable energy are:</p> <ul style="list-style-type: none"> • Repair broken road and maintenance the road to get best time for FFB transporation • Repair and maintenance the vehicle and heavy equipment to get best condition for fossil fuel saving. • Program savings by calculating the ratio of fuel usage, each tool and vehicle. Ex; Bus: 3.7 Km / Lt, Dump truck: 3:58 km / Lt, Truck: 3.6 km / Lt, Supervision: 8 km / Lt, Tractor: 4 l / hm, Grader: 8LT / hm, Backho: 7 lt / hm, Genset: 22 l / hm, Small Genset: 5.8 l / hm <p>Company used all the fibre and kernel shell as renewable energy for boiler fuel. The remaining fibre and kernel shell used as replacement of diesel fuel when the palm oil mill is not operating. Company has prepared for fibre and shell -fueled boiler utilization every month.</p> <p>The organisation has biogas plant to use and process the methane gas from waste water to become electric power. Currently company has cooperated with PLN (Government Electric Company) to sale the electrical generated from Biogas Plant.</p> <p>Program has covered plan to use renewable energy from fiber/shell and from fossil fuel/HSD fuel. Based on energy use data, palm oil mill has utilized more fiber/shell, up to 95% - as energy compared to use of HSD oil use. Ukui I POM shows "Laporan Unit Pabrik" up to November 2017, Based on data of energy production, shows increase, has been monitored monthly basis.</p> <p>Ukui Smallholder: The Smallholder Manager has develop management plan to reduce pollutants and emissions, presented in "Pedoman Pemanfaatan Efisiensi Sumber Energi" dated 8 January 2017. A management plan consist of:</p>	

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		<ul style="list-style-type: none"> - Optimize FFB transportation, not to return to Kavling - Relocating TPH along the collection road to become one way to ease the FFB transportation - Reducing the use of grass cutting machine for weeds control and cooperate with TUS team to handle the weeds control in farmer kavling. - Convert the generator usage to become PLN electric usage to reduce the emission. 	
<p>Criterion 5.5: Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.</p>			
<p>5.5.1</p>	<p>Records of land clearing with zero burning shall be available, referring to the ASEAN Policy on Zero Burning (2003) or other recognised techniques based on the existing regulations.</p> <p>- Major compliance -</p>	<p>It was noted that Ukui Estate has conducted replanting activities since 2015. Procedure of Replanting was documented in SOP AA-APM-OP-1100.20-R6 dated 16 February 2017. The procedure described the company commitment to "Zero Burning" by using chipping and stacking using excavator by bucket modification. Procedure of replanting mentioned that Field Assistant, Head Assistant and Estate Manager must perform checks to ensure that the contractor does not perform burning for land preparation for replanting. In the procedure of replanting mentioned that, the methods used are: Toppling trees using heavy equipment (excavators); Chipping: cutting palm trunk, so as not infected with ganoderma; Planting LCC, so that the decay of the old oil palm trunks can be faster; Planting of oil palm. This method has been used in replanting the whole plantation belonging to Asian Agri group including PT Inti Indosawit Subur – Ukui Estate.</p> <p>All the replanting activities requires to be documented and monitored, such as: Schedule of replanting (chipping, digging and planting), progress planting LCC (Legume Cover Crop) and Minutes Works replanting (Progress in the Works Contractor).</p> <p>The company has also established Company Policy signed by Managing Director, Kevin Tio, on 1 December 2014. Point 6 of the policy stated the company uses Zero Burning practice in developing plantation and actively support initiative to prevent and monitor forest fire and haze.</p> <p>Based on field observation, it was evident that no</p>	<p>Comply</p>

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		<p>fire has been used for replanting in Ukui Estate.</p> <p>Ukui Smallholder: The Smallholder Manager has prepared the policy that there were no land preparation by burning, as per "Kebijakan Manager Plasma Ukui" dated 2 December 2016, in poin 6: "Melakukan praktek tanpa bakar dalam kegiatan pembangunan perkebunan dan petani maupun desa secara aktif mendukung inisiatif mencegah mengawasi kebakaran hutan dan asap" (Implementing non-burning practices in plantation development activities, farmers and villages actively support initiatives to prevent and control forest fires and smoke).</p> <p>The policy has communicated to individual member and available in guidance book (Buku Panduan dan Catatan) which distributing to all farmers as well as the information display on the notice board in filed also emphasize on the no use of fire policy.</p>	
5.5.2	<p>Where fire has been used for eradication of pest during replanting, the records of the analysis of the use of fire and permit from the authorised agency shall be available.</p> <p>- Minor compliance -</p>	<p>Based on field observation, it was evident that no fire has been used for eradication of pest during replanting in Ukui Estate and Ukui Plasma.</p>	Comply
<p>Criterion 5.6: Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</p>			
5.6.1	<p>Document(s) assessing pollution and emission sources, including gaseous, particles, soot emissions and effluent, shall be available. (see Criterion 4.4)</p> <p>- Major compliance -</p>	<p>Identification of pollution and emission sources at Mill and Estates activities was evident. The source of pollution, type of pollution and its control was documented in List of environmental aspect and impact evaluation "Evaluasi Aspek – Dampak Lingkungan EMS-431-003-LT" latest updated on 3 August 2017:</p> <ul style="list-style-type: none"> - Boiler stack emission including particulate and soot - Diesel electric generator emission - POME methane emission - Use of fertiliser - Vehicle and heave equipment emission <p>All the activities of mill and estate as well as the waste generated from has been well documented, for examples the operational activities from</p>	Comply

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		<p>generator is generates air emissions, the company conducts periodic generator maintenance and perform quality measurement of exhaust emissions each semester to ensure air quality is comply with standard regulation.</p> <p>Ukui Smallholder: Plasma Ukui management has prepared list of significant pollutants and identify sources of emissions, presented in "Identifikasi Sumber Polusi di Perkebunan Petani Kebun Plasma Ukui PT Inti Indosawit Subur 2017". List of significant pollutant such as: emission from FFB transportation, water pollutant from fertilizing and spraying activity, emission from generator usage.</p>	
5.6.2	<p>Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plan to reduce or minimize them implemented.</p> <p>- Major compliance -</p>	<p>Company has assessed all pollution sources, including GHG as documented under "Program Manajemen Lingkungan". The program consists of source of pollution/emission, type of pollution/emission produced, improvement program, person in charge and timeline. The program covers:</p> <ul style="list-style-type: none"> - Control the emission from operational vehicle, where all vehicle shall follows emission test and meet the quality standards; - When vehicle fails to meet quality standard, a repair/maintenance will performed; - Reducing air pollution from fossil fuel, by using biogas plant. And stop using shell for boiler No.4 (only fibre); <p>Reducing GHG with optimal use of effluent as source of energy for power plant, through use of biogas plant.</p> <p>Ukui Smallholder: The Smallholder manager has develop management plan to reduce pollutants and emissions, presented in "Pedoman Pemanfaatan Efisiensi Sumber Energi" dated 8 January 2017. Below are the management plan to reduce the pollutant and emissions:</p> <ul style="list-style-type: none"> - Optimize FFB transportation, not to return to Kavling - Penataan TPH along the collection road to become one way to ease the FFB transportation - Reducing the use of grass cutting machine for weeds control and cooperate with TUS team to handle the weeds control in farmer kavling. - Convert the generator usage to become PLN 	Comply

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		electric usage to reduce the emission.	
5.6.3	<p>A monitoring plan and results of regular reporting on emission and pollutants from estate and mill operations using appropriate methods, shall be available.</p> <p>- Minor compliance –</p>	<p>Company has SOP Manajemen & Metode Menghitung Emisi Gas Rumah Kaca (GHG) AA-MPM-OP-1400.19.R2.</p> <p>Monitoring of air emissions and ambient air quality conducted every semester. Emissions test conducted by Accredited Testing Laboratory. The results of the analysis can be demonstrated, and it was indicate in accordance with the quality standards established. For examples the emission test results for Genset on April 2017 based on Quality Standard regulation of the state minister of environment (PERMENLH) No. 13 Year 2009, Appendix I.1a shown that emission analysis result is comply with regulation.</p> <p>Ukui I POM is able to demonstrated "Program Manajemen Lingkungan 2017", detailing plan to reduce significant green house gases that has been identified equipped with a monitoring plan, with explanation of appropriate tools to monitor the effectiveness of the mitigation measures.</p> <p>Ukui Smallholder: Group manager has develop the management plan to reduce pollutants and emissions, presented in "Pedoman Pemanfaatan Efisiensi Sumber Energi" dated 8 January 2017. Mitigation measures has been developed and implemented by Ukui Smallholder. Dissemination to all member has been conducted on 30 October 2017.</p> <p>Minor Nonconformities: The company cannot demonstrate regular greenhouse gas emission calculation using appropriate method (RSPO PalmGHG calculator version 3.0.1).</p>	<p>Not Comply Comply</p>
<p>Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and millers</p>			
<p>Criterion 6.1:</p> <p>Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.</p>			
6.1.1	<p>A social impact assessment (SIA) including records of meetings shall be documented.</p>	<p>PT. Inti Indosawit Subur – Ukui Group has prepared a Social Impact Assessment in cooperation with Faculty of Forestry - Institut Pertanian Bogor (IPB),</p>	<p>Comply</p>

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<p>- Major compliance -</p>	<p>in 2010. The impact assessment documented within “Identifikasi dan Analisis Sosial untuk menyusun Roadmap Kelestarian Sosial Perusahaan Perkebunan Kelapa Sawit PT. Inti Indosawit Subur, Kebun Ukui dan Kebun Soga, Provinsi Riau”. The document has covered social impact from nucleus estate (9,732 Ha) and scheme smallholder (13,536 Ha) as well as KKPA (1,660 Ha). The review process has involving stratified random sampling (360 samples) with local community through primary data collection (interview) and secondary data collection. All parties such as transmigrant communities, local communities, original oil palm blocks, new owners, communities with private oil palm block, local contractors, cooperative committees, smallholder/farmer groups – as sampled respondents. The scope of assessment covering tenurial conflict, legality of the scheme-nucleus partnership, production, FFB sortation, road and bridge condition, palm oil mill capacity, environmental pollution, local community participation for plantation activity, CSR/Community development impact for local community, occupational health and safety, training provision for scheme smallholders.</p> <p>The document has also explained the positive and negative impacts from operation of PT Inti Indosawit Subur, as well as the supply base: scheme smallholders and KKPA, in appendix 7.</p> <p>The team member of the Social Researcher of PT IIS- Ukui Group is as follows;</p> <ol style="list-style-type: none"> a. Ir. H. Nyoto Santoso (Team Leader) b. Ir Heru Pulonggono MSc c. Handian Purwawangsa, S.Hut. MSI d. Iing Nasihin, S.Hut, Msi e. Ir. Tutut Sunarminto, Msi f. Yanti Apriyanti, S.Pi g. Rizki Ratna Ayu Paramita Sari, S.Hut <p>Social impact analysis covers the condition of the surrounding community related basic needs, land legality, positive and negative impacts, perceptions of surrounding communities, employment, relations with surrounding communities and stakeholder analysis. The document is completed with Social Management Plan and Social Management Recommendations.</p> <p>Ukui Smallholder:</p>	

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		<p>All the Ukui Plasma development has been done Social Impact Assessment in 2010 in collaboration with the Faculty of Forestry IPB which resulted in the Report of Identification and Analysis of Social Aspects to Formulate Social Sustainability Roadmap of Oil Palm Plantation Company PT Inti Indosawit Subur, Ukui and Soga Estate, Riau Province at the same time with Social Impact Analysis for nucleus estate.</p> <p>Social impact analysis covers the condition of the surrounding community about basic needs, land legality, positive and negative impacts, perceptions of surrounding communities, employment, relations with surrounding communities and stakeholder analysis.</p> <p>The document is completed with a Social Management Plan and Social Management Recommendations.</p>	
6.1.2	<p>There shall be evidence that the assessment has been conducted with the participation of affected parties.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group in the social impact analysis has involving local community, in Focus Group Discussion or interview with 18 surrounding villages. All parties such as transmigrant communities, local communities, original oil palm blocks, new owners, communities with private oil palm block, local contractors, cooperative committees, smallholder/farmer groups – as sampled respondents.</p> <p>Ukui Smallholder: Social Impact Assessment has involved the surrounding community (18 villages) including Silikuan Hulu Village, Air Emas Village and Redang Seko Village in Focus Group Discussion (FGD) and interview.</p> <p>Based on the results of a public consultation with the Bagan Limau and Silikuan Hulu Village communities, the company has engaged stakeholders during 2010 Social Impact Assessment.</p>	Comply
6.1.3	<p>Plans for management and monitoring of social impacts to avoid or reduce negative impacts and promote positive ones, based on social impact assessment, through consultation with the affected parties, shall be available, documented and timetabled, including</p>	<p>PT Inti Indosawit Subur – Ukui Group is able to demonstrate environmental and social impact management program, in order to mitigate negative impact. The program covers type of activity and the significant impact/risk, purpose of activity, target, person in charge and time frame for implementation.</p> <p>Based on the results of a public consultation with</p>	Comply

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	responsibilities for implementation. - Major compliance -	<p>the Plantation Agency and Smallholder Farmers, the company has conducted a more in-depth evaluation related positive and negative impacts of the replanting program by involving farmer groups and KUDs. As result, to minimize the impact of replanting, the company has continually give understanding to the farmers/smallholders that replanting program aims to increase the income of farmers by increasing the oil palm productivity, replanting program are now done since the FFB productivity of old plants are decreasing. For smallholders whose land is planned for replanting, the company has provided regular training such as:</p> <ul style="list-style-type: none"> - Catfish farming and its marketing, in cooperation with IPB alumnus. - Integrated farming (Dragon Fruit Cultivation and Feed), in cooperation with Ir. Gembong from CV Pandawa Jogjakarta. - Mushroom cultivation from BLK Malang. <p>Ukui Smallholder: The Smallholder Manager already has a Social Management Plan related to the Social Problems Aspects of Ukui Plasma dated 5 January 2017 consisting of 6 types of activities;</p> <ol style="list-style-type: none"> a. Establish a village development program plan that is included in the operational budget. b. Repair / maintenance of road facilities used for oil palm plantation production facilities. c. Planning of Replanting activities d. Best Management Practice Training of Palm Oil Plantation Management. e. Manpower management (Social Health and OHS). f. Land Legality. 	
6.1.4	<p>The documented plan for management and monitoring of social impacts, shall be reviewed at least on two-yearly basis. If necessary, the plan should be updated. There shall be evidence that the review process includes participation of all affected parties.</p> <p>- Minor compliance –</p>	<p>The Company has reviewed if there are operational changes or additional types of activities, for example in 2009, the company has prepared Environmental Monitoring and Management Document (DPPL) as an evaluation of several new activities operated by the company covering the addition of Palm Oil Mill units and supporting facilities as well as the development of a tissue culture laboratory at PT IIS.</p> <p>DPPL document has been approved by the Governor of Riau on 28 October 2009 through Decree No. Kpts.976/X/2009 concerning Stipulation of Environmental Management and Monitoring</p>	Comply

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	<p>Document (DPPL) related addition of production capacity of PT Inti Indosawit Subur Palm Oil Mill and supporting activities located in Lubuk Batu Jaya District, Indragiri Hulu District and Ukui District, Pelalawan Regency, Riau Province.</p> <p>The document described assessment of the impact of activities that have been in operation and that will be carried out, such as:</p> <ul style="list-style-type: none"> - Main activities of oil palm plantation (TUS/Spraying Team, environment conservation, POME and FFB application). - Main activities of palm oil mill after increasement of FFB processing capacity (Utilization of Mill workforce, processing results, Waste Treatment Point, CPO transport, PK and Logistics). - Impact of supporting activities (EFB Composting and application, temporary hazardous waste storage, and domestic waste mangement). <p>The Company has prepared RKL-RPL (environment management and monitoring) implementation report every 6 months, covers impact evaluation for every activity undertaken by the company including Replanting activities that have been started since 2015.</p> <p>The latest review of the documented plan for management and monitoring of social impacts (for mill, estate and smallholders) being sighted during this assessment, resulting for example in 2017 the company has established CSR program consisting 6 types of activities, such as Social, Economy, Education, Health, Infrastructure and Environment. CSR program have been implemented in 2017 for example:</p> <ol style="list-style-type: none"> a. Donation of "Dhuafa" Package for the surrounding villages conducted on 29 May - 10 June 2017. b. Donation of equipment supplies (Emergency lights, prayer mats, Speakers) for 14 villages around the company, held on 29 May - 7 June 2017. c. Donation of Signboard (8 Units) and Barn-owl cage (6 Units) for smallholders of Air Putih Village, held on 16 March – 15 April 2017. d. Donation of Material (gravel) for road repairs in the Air Emas Village and Air Putih Village, conducted on 25 April - 24 May 2017. e. Donation of waste composting basin for Air 	

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	<p>Emas Village, conducted on 1 - 30 March 2017 for 8 families.</p> <p>f. Free medical examination for the community around Ukui I Mill (Desa Silikuan Hulu), conducted on 1 - 10 June 2017.</p> <p>g. Donation of Additional Food for Toddlers in Silikuan Hulu Village, conducted on 1 - 10 June 2017.</p> <p>h. Emergency Donation for flood victims in Air Hitam Village and Lubuk Kembang Bungo Village, consists of 252 packages of food aid, conducted in March - April 2017.</p> <p>i. Donation of School Equipment and Supplies for SDN 001 and SDN 002, consists 50 packages of Bags, Stationery, Hats, Ties, School uniforms, held on 1 - 30 June 2017.</p> <p>Ukui Smallholder: Smallholder group conducted stakeholder meeting every year as part of reviewing their SIA. There would be necessary changes of social impact based on consultancy with stakeholders.</p> <p>During consultation, individual members were participating, and noted that there is no complaint from stakeholder.</p>	
<p>6.1.5</p> <p>Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme).</p> <p>- Minor compliance –</p>	<p>Social Impact Assessment process of PT IIS has involved participation of surrounding communities through primary data collection (interviews, questionnaires, FGDs) and secondary to PIR-Trans/Non PIR-Trans communities, local/migrant residents, original and current owners, private landowners, local contractors, KUD, Kelompok Tani (farmer group) and KKPA with Stratified Random Sampling method (360 respondents).</p> <p>Scope of assessment covers:</p> <p>a. Tenurial Aspects; Legality of Partnership, Smallholder Certificate, Land Overlapping between KKPA and Tesso Nilo National Park.</p> <p>b. Social Aspect; Company's role in rural development, company's role in road maintenance/bridge traversed by plasma/KKPA FFB trucks, Replanting, FFB Price Standart, Delivery Order for Outside FFB, Fruit Sortation.</p> <p>c. Employment; Understanding labor rules, Workers' rights, Conditions of carrying stockers, Lack of career opportunities for female workers, Employment of local workers, employee training, Health and Safety.</p> <p>d. Environment; Mill Waste, Air Pollution.</p>	<p>Comply</p>

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<p>Criterion 6.2: There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.</p>		
<p>6.2.1 Communication and consultation procedures shall be documented. - Major compliance -</p>	<p>Company has developed a communication procedure under "Mekanisme Penanganan Permintaan Informasi Stakeholder "(No. SOP; AA-GL-5008.1-R1) dated 22 August 2011, which explains the company responses against all information request sent by stakeholders including response time of 14 working days after information request accepted. In addition, record related to information request and company response kept and maintained for three (3) years.</p> <p>Based on public stakeholder consultation with KUD/cooperative chairman, local contractor, NGO and public official, it was revealed that company has communicating in good manner. Company also provide response to information request in accordance to authority and the communication SOP.</p> <p>Ukui Smallholder: The Smallholder Manager has established mechanism for communication and consultation "Mekanisme Komunikasi dan Konsultasi" dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided.</p> <p>Based on interview with sampled individual members, they have understood the rules for consultation and communication.</p> <p>Each smallholder member has "Buku Panduan dan Catatan Petani Plasma", whereas explains the flow process of consultation and communication. Both of communication by written or verbal communication to group management are acceptable.</p>	<p>Comply</p>
<p>6.2.2 The company shall have official(s) who is responsible for consultation and communications with parties. - Minor compliance -</p>	<p>Public relation officer is the one responsible to consultation and communication with local community and other interested parties. PT Inti Indosawit Subur - Ukui Group has appointed official responsible for social issues based on Memorandum No.227/HRD/ AA/TL/XI/2014 dated 07/11/2014 for Mr. Danton Ranap Sitompul as Humas (public relation).</p>	<p>Comply</p>

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		<p>The job description of public relation officer is to develop and nurture good relationship with all stakeholder, to resolve issues related to social and environmental with internal and external party.</p> <p>Ukui Smallholder: Based on interview with sample smallholder members and document verification, revealed that the Smallholder Manager is responsible for responding to external or internal communications.</p>	
6.2.3	<p>The company shall have a list of stakeholders, records of communications, including confirmation of receipt and that efforts are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders.</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group has a list of stakeholder, latest update in 2017. The stakeholder consists of government, community and NGO.</p> <p>Government: Kepala Polisi Sektor Ukui (police), Camat Ukui (District Head), Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan (Manpower service), Kepala Dinas Perkebunan Kabupaten Pelalawan (Plantation service), Dinas Pertambangan dan Energi Kabupaten Pelalawan (Mining and energy service), Badan Pertanahan Nasional Kabupaten Pelalawan (Land office), Badan Lingkungan Hidup Kabupaten Pelalawan (Environment office), Dinas Pekerjaan Umum Kabupaten Pelalawan (Civil work office), Pusat Kesehatan Masyarakat (Health center) Kecamatan Ukui, Palang Merah Indonesia (Indonesian Red Cross) Kabupaten Pelalawan, Badan Pusat Statistik (Statistic Office) Kabupaten Pelalawan, Badan Koordinasi Penanaman Modal (Capital Investment Coordination Board), Kepala Sekolah Dasar 010 (Headmaster), Village Head of Air Hitam Village, Ukui II Village, Bukit Gajah Village, Bukit Jaya Village, Trimulya Jaya Village, Air Emas Village, Kampung Baru Village, Kembang Sari Village, Silikuan Hulu Village, Sei Beberas Hilir Village, Rimpian Village, Pondok Gelugur Village, Lubuk Batu Jaya Village, Tasik Juang Village, Kulim Jaya Village, Air Putih Village, Bagan Limau Village, Lubuk Kembang Bungo Village, and Ukui Village.</p> <p>Communication records are documented in incoming and outgoing mail Logbook, where in 2017 (up to November 2017) the administration section documents 81 types of Outgoing Letter including the provision of routine information to the government, for example;</p> <p>a. Letter No. 064 issued on 13 October 2017 concerning Authority for handling Surface</p>	Comply

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		<p>Water Permit.</p> <p>b. Letter No. 065 issued on 14 October 2017 concerning Surface Water Permit Application.</p> <p>Ukui Smallholder: The Smallholder Manager has consistently updated the list of stakeholders, the last update performed on 3 July 2017, where there are 57 stakeholder, e.g:</p> <ol style="list-style-type: none"> 1. Stakeholders from PT IIS (9 stakeholders) 2. Stakeholders from local government (18 stakeholders) 3. Stakeholders related agency in Pelalawan Regency (5 stakeholders) 4. Stakeholder from banks (6 stakeholders) 5. Stakeholder from KUD (18 stakeholders). 	
<p>Criterion 6.3: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all effected parties.</p>			
6.3.1	<p>The mechanism, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested, as long as that information is supported with adequate initial evidence.</p> <p>- Major compliance -</p>	<p>The company has establishehd mechanism to handle complaint and grievances, "SOP Penanganan Keluhan dari Eksternal No.AA-GL-5005-R0 01" explains mechanism to resolve external complaint; "SOP Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan No.AA-HR-308 0.5-R0" related to internal grievance mechanism, for employee, Company also provides comment box at each unit office; and there is a mechanism for land dispute resolution, "SOP Penanganan Konflik Lahan AA-GL-5003.1-R1" effective 22/08/2011 related to land conflict. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. Should negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained.</p> <p>Based on mechanism, public relation officer will receive information of any complaint, grievance and land dispute/claims and records under the logbook.</p> <p>Ukui Smallholder: The Smallholder Manager has established mechanism for communication and consultation "Mekanisme Komunikasi dan Konsultasi" dated 16 January 2017, shaped flow Chart that describes the</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>process of incoming information requests up to the responses provided.</p> <p>Each smallholder member has “Buku Panduan dan Catatan Petani Plasma”, whereas explains the flow process of communication. Both of communication by written or verbal communication to group management are acceptable.</p> <p>For internal communication, The Smallholder Manager has prepared the procedure on “Komunikasi Internal Group Sertifikasi”. SOP No. 007/DOK/SOP/PT IIS KLU-AA/2016 dated 26 November 2016. The SOP describes the relevant internal communication mechanisms of Group members, Extension Officers, Smallholder Manager and Group Managers. The Group Manager is responsible for responding to the Group’s internal communications.</p>	
<p>6.3.2</p> <p>There shall be records of process and outcome of dispute resolution.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group is able to provide evidence record of resolution process. The record logs complaints from internal and external party, both verbal and written communication.</p> <p>Ukui I Mill: All internal complaints are documented in the Employee Complaint Logbook, where in November 2017 there were 2 employee complaints e.g.: a complaint from Mr. K. on 6 November 2017 related to tub in the bathroom is leaking; complaint has been responded by management by repairing tub on 6 November 2017. In March 2017 there was 1 type of employee complaint submitted by Mr. S. on 9 March 2017 related to the water pipe in the housing is leaking; the complaint has been responded by the management by replacing water pipes on 9 March 2017.</p> <p>UKUI Estate All internal complaints are documented in the “Buku Inspeksi Gangguan” monitored by each Division Assistant, e.g.:</p> <p>a. In Afdeling IV in May 2017 there were 9 employee complaints, e.g.: complaint submitted on 17 May 2017 related to damage road conditions in Block D89h, it has been responded by management on 18 May 2017, by conducting road maintenance (grading & compactin).</p>	<p>Comply</p>

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	<p>b. In September 2017 there were 11 employee complaints, e.g. complaint submitted on 11 September 2017 related to damage road and bridge conditions in Block D89h, it has been responded by management on 17 October 2017, by conducting repair.</p> <p>c. In November 2017 there were 7 employee complaints, e.g. complaints submitted on 8 November 2017 related to many mosquitoes in employee housing, it has been responded by management on 20 November 2017, by conducting fogging.</p> <p>Public Relation also documented complaints from external party as his authority. In 2017 identified 14 incoming letters, e.g.:</p> <p>a. Letter submitted by Village Head of Bagan Limau No. 140/DS.BL/II/2017/136 dated 14 March 2017 related request of topple addition to oil palm tree that disrupt power grids to Bagan Limau Village, it has been addressed by management to grant approval on 20 March 2017.</p> <p>b. Letter submitted by Air Hitam Village Head No. 140/Kesra/AH/II/2017/201 which received on 27 October 2017, it has been responded by the company on 28 October 2017, by giving assistance of 6 EFB Trucks.</p> <p>c. Proposal submitted by DPD Laskar Melayu Muda Riau (LM2R) Pelalawan related donation for inauguration of the board and breakfasting through letter No. 01/PLTK/DPD-LM2R/PLLW/IV/2017 dated 3 May 2017, it has been responded by the company by giving approval on 7 May 2017.</p> <p>Ukui Smallholder: The Smallholder Manager has established "Mekanisme Penanganan Konflik Lahan" signed on 16 January 2017. The Smallholder Manager has distributed the mechanism on 16 January 2017 to all smallholder members packaged in the "Buku Panduan dan Catatan Petani Plasma". To facilitate the understanding of farmers, the mechanism is set in the form of Flow Chart that describes the process of conflict resolution / land dispute submitted by the parties by involving the related parties.</p>	

Criterion 6.4:
Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a

Criterion / Indicator	Assessment Findings	Compliance
documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.		
<p>6.4.1</p> <p>A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be available, referring to decision of the Constitution Court.</p> <p>- Major compliance –</p>	<p>There is a mechanism for handling complaint and grievance, "SOP Penanganan Keluhan dari Eksternal" (SOP AA-GL-5005-R01) related to external complaint handling and "Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan" (SOP AA-HR-308 0.5-R0) related to internal grievance mechanism, for employee. Company also provides comment box at each unit office.</p> <p>There is a mechanism for land dispute resolution, "SOP Penanganan Konflik Lahan" (SOP AA-GL-5003.1-R1) dated 22/08/2011. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. If negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained.</p> <p>Based on mechanism, public relation officer will receive information of any complaint, grievance and land dispute/claims and records under the logbook.</p> <p>Ukui Estate</p> <p>Based on interview results with the Environment Agency and Plantation Agency of Pelalawan Regency, there is no land dispute between PT IIS Ukui Group and the ownership of community land. However, the company has prepared a dispute resolution procedure in the form of Standard Operating Procedure (SOP) no. AA-GL-5003.1-RI on Handling of Land Conflict endorsed by management on 5 December 2009. The procedure has been revised twice on 22 August 2011 and on 8 May 2015 as outlined in Standard Operating Procedure (SOP) No. AA-GL-5003.1-R2 on Land Conflict Management.</p> <p>The mechanism has been conform to the FPIC Guide for RSPO Member 2015 wherein the SOP has arranged the Submission of Information, Negotiation, Measurement of common boundaries and others including involvement of other related parties and parties whose land is adjacent to the conflicted land.</p>	<p>Comply</p>

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Based on results of public consultation with the Silikuan Hulu Village and Bagan Limau Village apparatuses, there are no reports of land disputes from the community to the HGU of PT IIS Ukui Group. However, there is a request for information related to the land status of 318 Ha in Division V whether it has HGU or not, because in 2014 it has been issued SHM (land ownership) on behalf of Mr. Lencong. The management responded that Hearing with Pelalawan Regency house of representative has been held, and declared that the land is in the status of HGU owned by PT IIS Ukui Group.</p> <p>Ukui Smallholder: As in describe in indicator 2.2.1. The Smallholder Manager has been able to explain the history of land acquisition for all smallholder members.</p> <p>All area of Ukui Plasma is land obtained from the government through the PIR-Trans program and has been through a long process since the Transmigration Location Permit by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – Ukui Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to farmer members.</p> <p>The Smallholder Manager has indicated the ownership (SHM) documents of all member farmers. In addition, The Smallholder Manager has prepared a mechanism for communication and consultation “Mekanisme Komunikasi dan Konsultasi” dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided.</p>	
6.4.2	<p>A procedure for calculating and distributing fair compensation shall be established, implemented, monitored and evaluated in a participatory way. Corrective actions are taken as a result of this evaluation.</p> <p>- Minor compliance –</p>	<p>PT IIS Ukui has mechanism for identification and compensation calculation based on procedure of Land Conflict Handling (SOP No.AA-GL-5003.1-R1). The SOP comprise of land conflict mechanism and land compensation, with the participation of affected communities.</p> <p>Ukui Estate and Ukui I POM The company has prepared a dispute resolution procedure in the form of Standard Operating Procedure (SOP) no. AA-GL-5003.1-RI on Handling of Land Conflict endorsed by management on 5 December 2009. The procedure has been revised</p>	Comply

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	<p>twice on 22 August 2011 and on 8 May 2015 as outlined in Standard Operating Procedure (SOP) No. AA-GL-5003.1-R2 on Land Conflict Management.</p> <p>The mechanism has been conform to the FPIC Guide for RSPO Member 2015 wherein the SOP has arranged the Submission of Information, Negotiation, Measurement of common boundaries and others including involvement of other related parties and parties whose land is adjacent to the conflicted land.</p> <p>Ukui Smallholder: As in describe in indicator 2.2.1. The Smallholder Manager has been able to explain the history of land acquisition for all smallholder members.</p> <p>All area of Ukui Plasma is land obtained from the government through the PIR-Trans program and has been through a long process since the Transmigration Location Permit by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – Ukui Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to farmer members.</p> <p>The Smallholder Manager has indicated the ownership (SHM) documents of all member farmers. In addition, The Smallholder Manager has prepared a mechanism for communication and consultation “Mekanisme Komunikasi dan Konsultasi” dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided.</p>	
<p>6.4.3</p>	<p>Compensation claims, process and outcome of any negotiated agreements shall be documented, with evidence of the participation of affected parties.</p> <p>- Major compliance –</p> <p>PT Inti Indosawit Subur - Ukui Group is not acquiring any additional land and not involved in any land compensation payments. No legal or customary rights within company legal boundary, this was confirmed during stakeholders consultation meeting.</p> <p>Based on interview with Lubuk Kembang Sari Village, Bagan Limau Village, Silikuan Hulu Village and Trimulya Jaya Village, as well as result from stakeholder consultation meeting, there has been no land conflict noted or other conflict resulting in compensation claim from communities. Village head stated that no land claim since the scheme</p>	<p>Comply</p>

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	<p>smallholder and PT Inti Indosawit Subur – Ukui Group’s plantation development is PIR-Trans system and has been certified by BPN (land office). The land originated from state land. This information supported with document review upon incoming letters. The incoming letters did not indicates any land conflict and/or other conflict with compensation claim from surrounding communities to company.</p> <p>HGU area of PT IIS is a government program in which PT IIS Ukui as the PIR-Trans program implementer as stated in the Decree of Directorate General of Plantation No. 31/KB.210/SK/DJ.Bun/6/1987 dated 27 June 1987 and Decree of Dirjenbun No. 32/KB.210/SK/DJ.Bun/4/90 dated 3 March 1990. The HGU area of PT IIS and the PIR-Trans Plasma land of PT IIS was originally state land in the form of forest area that has been released in based on Ministry of Forestry Decree No. 185/Mentanhut/VII/2000 dated 3 November 2000, therefore it does not go through land acquisition process.</p> <p>Based on interview with related government and surrounding communities stated PT IIS Ukui-Estate is no longer expanding the plantation area garden so that there is no longer any compensation/land acquisition process. Currently there is no land dispute between PT IIS Ukui Group with other parties including with the surrounding villagers.</p> <p>Ukui Smallholder: Based on document verification as well as interviews with the parties has shown that all all farmer members obtained land from the government through the PIR-Trans program that comes from state land without going through a compensation process. All farmer members already have valid proof of ownership of land in the form of Certificate of Property (SHM).</p> <p>However, the Smallholder Manager has prepared a mechanism for resolving land conflicts to anticipate in case of land disputes between members or with other groups adjacent as set forth in the “Mekanisme Penanganan Konflik Lahan” dated 16 January 2017. The mechanism described the process of land dispute resolution involving related parties starts from Kelompok Tani, KUD, Village Government and National Land Agency (BPN).</p>	

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Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 6.5: Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.</p>		
<p>6.5.1 Documentation of pay and conditions for employees based on the existing manpower regulations shall be available. - Major compliance -</p>	<p>The Company already has Collective Work Agreement (PKB) which has been approved by the Director General of Industrial Relations and Social Security of Workers through Decision Letter no. 88/PHIJSK-PKKAD/PKB/VI/ 2015 dated 18 June 2015 concerning Registration of "PKB Badan Kerjasama Perusahaan Perkebunan Sumatera (BKS-PPS)" with Central Board of Federasi Serikat Pekerja Pertanian dan Perkebunan - SPSI. PKB is binding for all SKU-H and SKU-B levels. The PKB is valid for 2 years up to 20 April 2017. Up to now, the BKS-PPS and PP.FSP.PP-SPSI are in negotiation process regarding to establish new PKB. Records of mmeeting are as follows:</p> <ul style="list-style-type: none"> a. On 1 August 2017, meeting held in BKS-PPS office, concerning revision proposals to PKB 2017 – 2019 (continuing article X to XXIV). b. On 18 July 2017, meeting held in BKS-PPS office, concerning discussion of renewal proposals to PKB 2017 – 2019. c. On 15 May 2017, placed in BKS-PPS office, concerning discussion of proposals from BKS-PPS and PP.FSP.PP-SPSI members by BKS PPS Negotiation Team. <p>Article XXIV verse 3 of the PKB states that on the date of this PK expired and th new PKB is not established, then the previous PKB is entirely remain valid until a new PKB established.</p> <p>Article V verse 1 of the PKB stated that workers' wages shall be determined by mutual agreement between the BKS-PPS and the relevant PP.FSP.PP-SPSI in accordance with applicable laws and regulations.</p> <p>The company determines minimum wages based on the Government regulation annually, the minimum wages in 2017 as regulated in "Surat Keputusan Gubernur Riau No. Kpts.120/I/2017", dated 26/01/2017 for Agriculture sector in Pelalawan Regency is IDR 2,516,812/month. Based on review of payments slip, there is no worker paid below minimum wages.</p> <p>Based on Memorandum no. 010/HR-AAS/MEMO/04/17 dated 27 April 2017, the</p>	<p>Comply</p>

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	<p>company has determined daily wages for PHL workers to be IDR 100,672.48/manday or IDR 2,516,812/month and SKU-H workers to be IDR 2,381,812/Month. This value does not include Rice Allowance as stipulated in PKB that it is part of basic wage.</p> <p>Payslip verified: Ukui I Mill:</p> <ul style="list-style-type: none"> a. Mr. DS (SKU/Workshop), in July 2017 get total salary IDR 6,466,665 consist IDR 2,461,214 of basic wage, IDR 4,081,942 of overtime, IDR 25,025 of processing premium, and IDR 101,526 of BPJS deduction. b. Mrs. FA (SKU/Office), in September 2017 get total salary as IDR 3,854,279 consist IDR 2,381,820 of basic wage, IDR 1,557,107 of overtime, IDR 16,878 processing premium, and IDR 101,526 of BPJS deduction. c. Mr. RW (PHL/Biogas Plant) in November 2017 get total salary as IDR 4,452,822 consist IDR 2,617,472 of basic wage, IDR 1,847,596 of overtime, IDR 38,090 of processing premium, and IDR 50,336 of BPJS deduction. <p>Ukui Estate:</p> <ul style="list-style-type: none"> a. Mrs. Sg (PHL) works for 10 days with daily rate at IDR 100,672; Total salary is IDR 1,066,720, consists of basic sallary IDR 1,006,720; premium IDR 60,000; BPJS deduction IDR 75,506. b. Mrs. Sm (PHL) works for 30 days with daily rate at IDR 100,672; total sallary IDR 3,320,160, consists of basic sallary IDR 3,020,160, premium IDR 300,000; BPJS deduction IDR 50,337. c. Mr. YD (PHL) works for 29 days with daily rate at IDR 100,672; Total salary IDR 3,499,488; consists of basic sallary IDR 2,919,488; premium IDR 580,000; BPJS deduction IDR 50,337. <p>Ukui Smallholder: Based on document verification and interviews with KUD management, farmer members and workers have shown that;</p> <ul style="list-style-type: none"> a. TUS (spraying operator) is a formal worker managed by the Group Manager, has a written contractual agreement and meets the minimum wage requirements specified by the government. 	

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		<p>b. Some of member in KUD has also employed his siblings or neighbors in harvesting, fertilizing or pruning. Working relationships are agreed with the unwritten between farmers members with workers.</p> <p>Based on interviews with the harvesters it has been shown that the received wage scale meets the minimum wage standard, e.g: harvester wage of Rp. 130,000/ton FFB, where within one working day can produce 1.5 tons FFB. Wage of fertilizer Rp 15,000/sack where in one working day the fertilizer can reach 8 - 10 sacks.</p> <p>The minimum wages in 2017 as regulated in "Surat Keputusan Gubernur Riau No.120/I/2017", tentang Upah Minimum Sektor Pertanian/Perkebunan Karet, Kelapa, Kelapa Sawit dan Pabrik Propinsi Riau tahun 2017" dated 26 January 2017 for Agriculture sector in Pelalawan Regency is Rp.2.516.812,-/month.</p>	
6.5.2	<p>Collective Labor Agreement/Company Regulation, in accordance with the manpower regulations, shall be available in understandable language; and explained by the management or Labor Union to the workers.</p> <p>- Major compliance -</p>	<p>The Company already has Collective Work Agreement (PKB) which has been approved by the Director General of Industrial Relations and Social Security of Workers through Decision Letter no. 88/PHIJSK-PKKAD/PKB/VI/ 2015 dated 18 June 2015 concerning Registration of "PKB Badan Kerjasama Perusahaan Perkebunan Sumatera (BKS-PPS)" with Central Board of Federasi Serikat Pekerja Pertanian dan Perkebunan - SPSI. PKB is binding for all SKU-H and SKU-B levels. The PKB is valid for 2 years up to 20 April 2017. Up to now, the BKS-PPS and PP.FSP.PP-SPSI are in negotiation process regarding to establish new PKB. Records of mmeeting are as follows:</p> <ol style="list-style-type: none"> On 1 August 2017, meeting held in BKS-PPS office, concerning revision proposals to PKB 2017 – 2019 (continuing article X to XXIV). On 18 July 2017, meeting held in BKS-PPS office, concerning discussion of renewal proposals to PKB 2017 – 2019. On 15 May 2017, placed in BKS-PPS office, concerning discussion of proposals from BKS-PPS and PP.FSP.PP-SPSI members by BKS PPS Negotiation Team. <p>Based on letter from BKS-PPS No. 72/BKS-PPS/2017 dated 12 Juli 2017 regarding PKB validity, it was explained that until this time all members of BKS-PPS still can uses PKB 2015 until the PKB issued.</p>	Comply

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	<p>Document verification show that all employees have "Surat Perjanjian Kerja" (contract) including at PKWT and PHL level, e.g.:</p> <ul style="list-style-type: none"> a. "Perjanjian Kerja untuk Waktu Tertentu (PKWT)" – Work agreement for specific time No. 002/SPK-PHL/PUS/11/2017 dated 2 November 2017 on behalf Yusrizal Sagita. b. Perjanjian Kerja untuk Waktu Tertentu (PKWT) No. 002/SPK-PHL/PUS/11/2017 dated 2 November 2017 on behalf Rudi Wahono. <p>The work agreement described:</p> <ul style="list-style-type: none"> a. Employee recruitment status. b. Duration of the employment agreement (PKWT is valid for 1 year and may be extended on worker approval). c. Position rotation d. Compensation e. Company's Rights and Obligations f. Workers' Rights and Obligations g. The term of the employment agreement h. Dispute resolution <p>The work agreement also completed with:</p> <ul style="list-style-type: none"> a. Appendix I; company policy related to working time and welfare facilities, in this case workers get Welfare Benefits in the form of Hari Raya allowance (THR) whose amount is adjusted with applicable regulations, Workers are registered in the program of BPJS (Employment and Health) with wage deduction of 2% for JHT while the company bear 3.7%. b. Appendix II; described about actions that may result in the termination of the employment agreement. c. Appendix III; described about responsibility and obligation of employee. d. Appendix IV; described about company regulation. <p>Ukui Smallholder: In general, the Smallholder Manager has issued a policy related to the compliance of labor law as outlined in the Smallholder Manager Policy dated 16 January 2017, stated that "Complying with applicable Legal Requirements and other requirements deemed necessary by cooperative managers who are integrated in conduct of business activities.</p> <p>In the implementation of internal inspection also</p>	

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		<p>verified the suitability of labor regulations.</p> <p>Based on interviews with farmer members and harvesters, the workforce employed by farmer member meets the minimum wage, accident insurance are available and working hours.</p>	
6.5.3	<p>Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where such public facilities are unavailable or inaccessible.</p> <p>- Minor compliance –</p>	<p>The company has prepared facilities for the workers, including the basic need such as electricity and water. Detail of company facilities for employees are as follows:</p> <ul style="list-style-type: none"> - Ukui I Mill Housing, consist of Type B (2 units), type C (5 units), type D (14 units), Type E (86 units), - Ukui Estate Housing, consist of Type B (3 units), Type C 22 units), typ D (26 units), type E (454 units) - Polidinic (1 unit), - Mosque (1 units), - Church (1 unit), - Community hall (1 unit), - Kindergarden (1 units) - Elementary School (2 units) - Sport Centre (1 unit) - School bus (2 units), - The water supply is clean. Water quality is being checked and monitored on regular basis. 	Comply
6.5.4	<p>There shall be demonstrable efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	<p>Company is able to demonstrate effort in providing access to adequate, sufficient and affordable food: provision of rice allowance – aside from monthly salary to all eligible workers, cooperative organization for employee providing basic food necessities (Waserda Koperasi Karya Bersama). Company is also accommodating weekly market for each estate; Sunday for Ukui Estate.</p> <p>Ukui Smallholder: The farmer member villages are a developed Transmigration Village. Provision of food can be obtained from existing markets in the village. Based on the results of field visits to the sample villages indicate that in the village was available weekly markets and stalls that provide basic necessities.</p>	Comply
<p>Criterion 6.6:</p> <p>The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			

Criterion / Indicator	Assessment Findings	Compliance
<p>6.6.1 A record of the company's policy in understandable language recognising freedom of association, shall be available.</p> <p>- Major compliance –</p>	<p>PT Inti Indosawit Subur – Ukui Group has company policy signed by Managing Director on 01/12/2014. The policy stated company guarantee freedom of association or be part of worker union as well as collective bargaining.</p> <p>There is a worker union for Ukui Estate and Ukui I POM named "Pengurus Unit Kerja (PUK) Serikat Pekerja Pertanian dan Perkebunan-Serikat Pekerja Seluruh Indonesia (PUK-SPPP-SPSI) PT Inti Indosawit Subur Kebun Ukui dan Pabrik Ukui Satu" as per "Surat Keputusan Pengurus Cabang Federasi SPPP-SPSI Kabupaten Pelalawan No.Kep. 17-A/PC-FSP.PP/K-SPSI/PLLW/10/2017" dated 15 October 2017 and valid for 5 years.</p> <p>Organization Structure of Pengurus Unit Kerja (PUK) Serikat Pekerja Pertanian dan Perkebunan (SPPP)- Serikat Pekerja Seluruh Indonesia (SPSI) PT Inti Indosawit Subur Kebun Ukui is as follows:</p> <ul style="list-style-type: none"> - Chairman : MD Setyawan - Vice Chairman : Zainal Arifin Bangun : Sumardi - Secretary : M. Yunus - Vice Secretary : Watri Efendi - Treasurer : Purnomo <p>PT IIS-Ukui Group workers union has been registered in Dinas Tenaga Kerja (Manpower Agency) of Pelalawan Regency on 7 December 2006 as mentioned in "Tanda Bukti Pencatatan Serikat Pekerja" No. 004/Disnaker/ PEN/SPPP-SPSI/2006 named PUK-SPPP-SPSI PT Inti Indosawit Subur Kebun Ukui.</p> <p>Ukui Smallholder:</p> <p>Based on the results of interviews with farmer members, indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017 wherein it also concerns the policy of freedom of association.</p> <p>Based on document verification as well as interviews with harvest laborers, they have not been willing to establish worker unions until now.</p>	<p>Comply</p>
<p>6.6.2 Records of meetings with labor unions or workers representatives shall be available.</p> <p>- Minor compliance –</p>	<p>The Company has consistently documented meetings between the company and Worker Union, such as those held on 30 May 2017 which discussed:</p> <ol style="list-style-type: none"> a. Reduction of annual bonuses 2017 to workers b. Specific Time Working Agreement (PKWT) 	<p>Comply</p>

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		<ul style="list-style-type: none"> c. Appointment of PHL employment status to be SKU d. National holiday working hours for driver, stoker and FFB clerk. e. PHL that rarely employed f. Review of worker premiums g. Overtime wages of workers on Sundays and public holidays h. Employee attendance (Finger print) <p>The meeting attended by 20 participants, consist 3 from PT IIS management and 17 from worker union. Minute of bipartite meeting and attendance list were available.</p> <p>Ukui Smallholder: Based on document verification as well as interviews with harvest laborers, they have not been willing to establish worker unions until now.</p>	
<p>Criterion 6.7: Children are not employed or exploited.</p>			
6.7.1	<p>There shall be documented evidence that minimum age requirements are met.</p> <p>- Major compliance –</p>	<p>The company has own policy signed by management on 01/12/2014 that stated: It is not allowed all children to work in every activities/processes in the company.</p> <p>Ukui I Palm Oil Mill: Verification of Ukui I POM employee data period November 2017, shows that no indication of worker with age below 18 years old during recruitment or at the present time. Sample verified:</p> <ul style="list-style-type: none"> a. Yusrizal Sagita (PHL), birthdate 18 Desember 1997, recruited in PT IIS-Ukui I POM on 1 November 2017 (19 years and 11 month). b. Rudi Wahono (PHL), birthdate 21 Februari 1997, recruited in PT IIS-Ukui I POM on 1 November 2017 (20 years and 9 month). c. Nilasari (SKU-H), birthdate 24 Desember 1988 recruited in PT IIS-Ukui I POM on 1 November 2009 (20 years and 11 month). <p>Ukui Estate: Verification of Ukui Estate employee data period November 2017, shows that no indication of worker with age below 18 years old during recruitment or at the present time. Sample verified:</p> <ul style="list-style-type: none"> a. Nelly Asmayunda (PHL), birthdate 30 June 1993, recruited in PT IIS Ukui-Estate on 1 	Comply

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		<p>November 2012 (19 years and 5 month).</p> <p>b. Suherman (PHL) birthdate 20 April 1978, recruited as PT IIS-Ukui Estate employee on 1 June 2002 (24 years and 2 month).</p> <p>c. Nur Cahyo Hadi (SKU-H) birthdate 13 March 1982, recruited as PT IIS-Ukui Estate employee on 1 June 2014 (32 years and 3 month).</p> <p>Ukui Smallholder: Based on the results of interviews with farmer members indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017 which in it also concerns the prohibition to employ children under age in palm oil plant operations.</p> <p>Based on field visit and interview with harvester, shows that no indication of using child labor or worker under 18 years old.</p>	
<p>Criterion 6.8: Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</p>			
6.8.1	<p>A company's policy on equal opportunity and treatment for work shall be available and documented.</p> <p>- Major compliance -</p>	<p>The Company already has a Policy related to equality of opportunity and treatment in employee recruitment, promotion, career path. as outlined in the Corporate Policy issued by the Managing Director of Asian Agri on 1 December 2014, point 13 which states that "The Company respects human rights by treating all employees fairly, in recruitment, performance assessment, conditions and work environment and representation irrespective of tribe, caste, nationality, religion, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p> <p>The policy is disseminated to employees through the installation of signboard describing Corporate Policy in Division Office and direct dissemination to employees, for example on 21 February 2015, held at Ukui I Mill, attended by 45 participants and on 28 June 2015 held at Ukui I Estate, attended by 99 Participants.</p> <p>Based on verification of Ukui Estate and Ukui I Mill employee documents period November 2017, it shows that no indication of employee discrimination whether from tribe, caste, nationality, religion, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p> <p>Verification of employment announcement</p>	Comply

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		<p>documents, employee performance assessment form, employee appraisal results and recommendation of appointment, indicates that there is no indication of discrimination of employment recruitment from aspects of ethnicity, caste, religion, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p> <p>Ukui Smallholder: Based on the results of interviews with farmer members indicates that they have understood the policy published by Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p>	
6.8.2	<p>Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated.</p> <p>- Major compliance –</p>	<p>Based on job vacancy and recruitment document verification, there is no indication of discrimination against ethnicity, caste, nationality, religion, disability, gender, sexual orientation, worker union, political affiliation and/or age. Promotion and grade adjustment only based on annual employee appraisal, signed by relevant employee and verified by line manager. The evaluation form does not indicate discrimination on any aspect.</p> <p>Ukui Smallholder: Based on the results of interviews with farmer members indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p>	Comply
6.8.3	<p>Records of evidence that equal opportunity and treatment for work shall be available.</p> <p>- Minor compliance -</p>	<p>The company has procedure which regulated that hiring and promotion of workers are based on skill, work experiences, and job evaluation.</p> <p>Promotion and upgrade are based on employee appraisal conducted annually as outlined in the Employee Assessment Form signed by the</p>	Comply

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		<p>employee concerned, approved by the line manager and checked by the General Manager. The form indicates that there is no indication of employment discrimination in terms of ethnicity, caste, religion, disability, gender, sexual orientation, union membership, political affiliation and/or age, for example:</p> <ul style="list-style-type: none"> a. Promotion Document of Mr. Doni Syahputra (Mechanic) from status of PHL (casual worker) to SKU-H (permanent worker) according to HR Manager Letter No. 107/HR-RO2/MEMO/08/14 dated 18 August 2014. b. Promotion Document of Ms. Fani Anggita (Weighbridge Operator) from status of PHL (casual worker) to SKU-H (permanent worker) in accordance with HR Manager Letter No. 579/HR-RO2/MEMO/ 10/10 dated 12 October 2010. <p>Ukui Smallholder: Based on the results of interviews with farmer members indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p>	
<p>Criterion 6.9: There is no harassment or abuse in the work place, and reproductive rights are protected.</p>			
6.9.1	<p>A policy to prevent sexual and all other forms of harassment and violence, shall be documented, implemented and communicated to all levels of the workforce.</p> <p>- Major compliance –</p>	<p>PT Inti Indosawit Subur – Ukui Group has policy to prevent sexual harassment and violence against women as in "Kebijakan Perusahaan" dated 01/12/2014. The policy is prominently displayed on notice boards at the Mills and the Estates muster areas. Interviews with female staffs, workers and union representatives confirmed that the company implemented the policy which prohibits sexual harassment.</p> <p>There is a gender committee, which have program to regularly meets in monthly basis, discussing general agenda and other issue related to handling sexual harassment and dissemination of sexual harassment prevention. The Gender Committee conduct monthly meeting to discuss issues which</p>	Comply

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		<p>raised by members (if any), the last meeting of Gender Committee was conducted on 9 October 2017, there is no issues raised related gender, discrimination and/or harassment.</p> <p>Based on interview with Gender Committee and Worker Union, it was noted that they have understood company policy regarding prevention of sexual harassment or violence against female worker.</p> <p>Ukui Smallholder: Based on the results of interviews with farmer members, indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017, where it contains "Prevention of sexual harassment and various forms of violence against women and protect their reproductive rights".</p>	
6.9.2	<p>A policy to protect the reproductive rights, shall be documented, implemented and communicated to all levels of the workforce.</p> <p>- Major compliance –</p>	<p>Policy to protect reproductive rights stipulated in "Kebijakan Perusahaan" that signed by Managing Director, dated 01/12/2014: "To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights".</p> <p>Based on interview with Gender Committee, company has implemented protection of female worker reproductive rights, in form of maternal leave, period leave, and regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides.</p> <p>The Gender Committee conduct meeting at least every 4 months to discuss issues which raised by members (if any), the last meeting of Gender Committee was conducted on 09/10/2017, there was no issue raised related gender, discrimination and/or violence against female.</p> <p>Based on interviews with the Gender Committee as well as the Workers Union, they have understood the company policy regarding the protection of women reproductive rights.</p> <p>Ukui Smallholder: Based on the results of interviews with farmer members, indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017, where it contains "Prevention of sexual harassment and various forms of violence against women and protect their reproductive</p>	Comply

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		rights".	
6.9.3	<p>A specific grievance mechanism which respects anonymity of complainants where requested, and as long as they are supported with adequate information, shall be documented, implemented, and communicated to all workforce.</p> <p>- Minor compliance –</p>	<p>The Company has established procedure of Employees complaints: submission and settlement (SOP: AA-HR-3085.5 - R.0 dated 11 December 2009). The procedure described the process of complaint. Complaint process was not only reported to Supervisor, but can be others, such as Labour Union and Gender Committee.</p> <p>When it needed confidentiality of complainant can be protected, it was found in company policy's that stated: "To provide appropriate information for those who inquiry it and to protect its confidentiality for whistleblower cases in accordance to law regarding environmental and social issue, food safety, health and safety work, so that it enables them to more participate to the decision making processes for improving company's performance...".</p> <p>Grievances/complaint procedures already communicated to all employees by the Estate and Mill Manager. The Company has appointed Public Relation Officer as responsible persons to receive and handle complaint. Until now there is no complaint regarding harassment or abuse received by the company. Policy regarding complaint handling related to harassment was reviewed once a year during management review meeting by the Sustainability Department.</p> <p>Based on interviews with Gender Committee of Ukui I POM and Ukui Estate, workers and worker union show that they have understood the grievance mechanism according to the company policy of banning all acts of sexual harassment or violence against female workers.</p> <p>Ukui Smallholder: Based on the results of interviews with farmer members, indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017, where it contains "Prevention of sexual harassment and various forms of violence against women and protect their reproductive rights". The policy was written in Bahasa Indonesia.</p>	Comply
Criterion 6.10:			
Growers and mills deal fairly and transparently with smallholders and other local businesses.			
6.10.1	Current and past prices paid for Fresh Fruit Bunches (FFB), shall	Current and past prices of Fresh Fruit Bunches (FFB) are available at the front post of Ukui I Palm Oil Mill. The FFB	Comply

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<p>be publicly available. - Minor compliance -</p>	<p>price for smallholder is determined by government via Weekly Pricing Letter from "Tim Penetapan Harga TBS Kelapa Sawit Provinsi Riau". The latest Pricing Letter available is #48/TPH TBS-XII/2017 for period 6-12 December 2017. The prices are as follows:</p> <table border="1" data-bbox="678 589 1098 831"> <thead> <tr> <th>No.</th> <th>Oil Palm Age (year)</th> <th>FFB Price (IDR/kg)</th> </tr> </thead> <tbody> <tr><td>1</td><td>10-20</td><td>1,928.42</td></tr> <tr><td>2</td><td>21</td><td>1,884.30</td></tr> <tr><td>3</td><td>22</td><td>1,839.46</td></tr> <tr><td>4</td><td>23</td><td>1,795.33</td></tr> <tr><td>5</td><td>24</td><td>1,777.54</td></tr> <tr><td>6</td><td>25</td><td>1,706.37</td></tr> </tbody> </table> <p>Ukui Smallholder: The Smallholder Manager regularly informed the current price of FFB and recorded past price of FFB. Current and past prices of Fresh Fruit Bunches (FFB) are available at the front post of Ukui I Palm Oil Mill. The FFB price for smallholder is determined by government via Weekly Pricing Letter from "Tim Penetapan Harga TBS Kelapa Sawit Provinsi Riau". The latest Pricing Letter available is #48/TPH TBS-XII/2017 for period 6-12 December 2017. The prices are as follows:</p> <table border="1" data-bbox="678 1249 1098 1464"> <thead> <tr> <th>No.</th> <th>Oil Palm Age (year)</th> <th>FFB Price (IDR/kg)</th> </tr> </thead> <tbody> <tr><td>1</td><td>10-20</td><td>1,928.42</td></tr> <tr><td>2</td><td>21</td><td>1,884.30</td></tr> <tr><td>3</td><td>22</td><td>1,839.46</td></tr> <tr><td>4</td><td>23</td><td>1,795.33</td></tr> <tr><td>5</td><td>24</td><td>1,777.54</td></tr> <tr><td>6</td><td>25</td><td>1,706.37</td></tr> </tbody> </table>	No.	Oil Palm Age (year)	FFB Price (IDR/kg)	1	10-20	1,928.42	2	21	1,884.30	3	22	1,839.46	4	23	1,795.33	5	24	1,777.54	6	25	1,706.37	No.	Oil Palm Age (year)	FFB Price (IDR/kg)	1	10-20	1,928.42	2	21	1,884.30	3	22	1,839.46	4	23	1,795.33	5	24	1,777.54	6	25	1,706.37	
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<p>6.10.2 Pricing mechanisms for Fresh Fruit Bunches (FFB) and inputs/services shall be explained and documented (where these are under the control of the mill or plantation). - Major compliance -</p>	<p>The company has explained and documented FFB pricing formula based on government FFB price determination. There are 2 FFB price formula in Mill, that are:</p> <ol style="list-style-type: none"> 1. FFB Price formula for Plasma $\text{FFB Price} = \text{K Index} [(\text{CPOprice} \times \text{OER}) + (\text{PKprice} \times \text{KER})]$ <p>The FFB price is divided based on planting ages (3, 4, 5, 6, 7, 8, 9 years, 10 – 20 years, 21, 22, 23, 24 and 25 years), the differences of prices from is OER and KER.</p> 2. FFB price from third parties: $\{(\text{CPO Price} - \text{Transport cost} \times \text{OER}) = \text{X}\} + \{(\text{PK price} - \text{Transport cost} \times \text{KER}) = \text{Y}\} = \text{A}$ 	<p>Comply</p>																																										

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		<p>Processing cost = B</p> <p>FFB Gross price = (A – B) = C</p> <p>Miscellaneous cost = D</p> <p>FFB price = C – D</p> <p>Interview with selected smallholders revealed they understood of FFB pricing mechanism and no complaint was noted regarding FFB price.</p> <p>Ukui Smallholder: Interviewed with the members found that they were understood the pricing of FFB that they sold to Ukui I POM. They informed that the price is according the price determined by “Tim Penetapan Harga TBS Kelapa Sawit Provinsi Riau” each weeks. The current selling price was displayed in front post of Ukui II POM.</p> <p>General pricing mechanism was determined by “Dinas Perkebunan Provinsi Riau” based on “Hasil Rapat Tim Penetapan Harga TBS Kelapa Sawit” which consist of company representative, farmers and governement. Pricing was determined according to average price of CPO and Kernel, “K” index and planting age.</p> <p>The Smallholder Manager has recorded general pricing mechanism used by the purchaser/s of the FFB and disseminated to all member of group.</p>	
6.10.3	<p>Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent.</p> <p>- Minor compliance -</p>	<p>The agreement/contract documents between contractor and smallholder is sighted such as for FFB transporter. The contract was acknowledged by both parties and well understood. The contract contained all relevant information such as payment method, work requirements, force majeure, contract period, cancellation of contract. Based on interview with selected supplier, revealed that agreement between company and local contractors is made fairly, legal and transparent.</p> <p>Ukui Smallholder: Not applicable. Ukui Plasma has not entered any contractual agreements with third parties at the group level.</p>	Comply
6.10.4	<p>Agreed payments shall be made in a timely manner.</p> <p>- Minor compliance -</p>	<p>A review to several payment records in year 2017 demonstrated that the payment has been made according to the agreement. The payment was been made periodically according to the contract agreement. Payment made via bank transfer, it was appropriate with the related MOU or Agreement.</p>	Comply

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		<p>Transfer Instruction from the company to PT Bank Panin Tbk dated 7 December 2017 was available, mentioning instruction of money transfer to contractor Koperasi Air Hitam Jaya; IDR 194,211,435 and Koperasi Bunga Tanjung; 72,905,493.</p> <p>Ukui Smallholder:</p> <p>Payments were made in a timely manner. The group member kept copy of the payment records (monthly) in the "Perhitungan & Pembayaran TBS Kelapa Sawit" for example period 21 September to 20 October 2017 in KUD Sumber Bahagia, total volume FFB is 53,380 kg; FFB price per Kg divided in three period of FFB delivery:</p> <ul style="list-style-type: none"> - Period 21 September – 26 September 2017, FFB amount is 18,250 kg; the price is IDR 1,794.97/kg. - Period 27 September – 3 October 2017, FFB amount is 19,880 kg; the price is IDR 1,804.59/kg. - Period 11 October – 17 October 2017, FFB amount is 15,250 kg; the price is IDR 1,762.80/kg. <p>After deduction for KUD+IDAPERTABUN+KBH, Dana ASPEKPIR. Total payment for FFB period 21 September – 20 October 2017 was IDR 51,878,908 received by member of KUD Sumber Bahagia, Hamparan 101 (Panca Karya). Evidence of payment slip was available and kept in Kebun Plasma Ukui office and each KUD.</p>	
<p>Criterion 6.11: Growers and millers contribute to local sustainable development where appropriate.</p>			
6.11.1	<p>Records of contributions to local development based on the results of consultation with local communities shall be available.</p> <p>- Minor compliance -</p>	<p>In 2017 the company has established CSR program consisting 6 types of activities, such as Social, Economy, Education, Health, Infrastructure and Environment. CSR program have been implemented in 2017 for example:</p> <ul style="list-style-type: none"> a. Donation of "Dhuafa" Package for the surrounding villages conducted on 29 May - 10 June 2017. b. Donation of equipment supplies (Emergency lights, prayer mats, Speakers) for 14 villages around the company, held on 29 May - 7 June 2017. c. Donation of Signboard (8 Units) and Barn-owl cage (6 Units) for smallholders of Air Putih 	Comply

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	<p>Village, held on 16 March – 15 April 2017.</p> <ul style="list-style-type: none"> d. Donation of Material (gravel) for road repairs in the Air Emas Village and Air Putih Village, conducted on 25 April - 24 May 2017. e. Donation of waste composting basin for Air Emas Village, conducted on 1 - 30 March 2017 for 8 families. f. Free medical examination for the community around Ukui I Mill (Desa Silikuan Hulu), conducted on 1 - 10 June 2017. g. Donation of Additional Food for Toddlers in Silikuan Hulu Village, conducted on 1 - 10 June 2017. h. Emergency Donation for flood victims in Air Hitam Village and Lubuk Kembang Bungo Village, consists of 252 packages of food aid, conducted in March - April 2017. i. Donation of School Equipment and Supplies for SDN 001 and SDN 002, consists 50 packages of Bags, Stationery, Hats, Ties, School uniforms, held on 1 - 30 June 2017. <p>Based on interviews with Bagan Limau Village and Silikuan Hulu Village apparatus, PT IIS Ukui Group has realized CSR program, however it needs to be communicated with the village government to hamonize with ADD program.</p> <p>Ukui Smallholder: Based on document verification as well as interview with the KUD management, Kelompok Tani and farmer members, stated that contribution of oil palm farmers to development of village is discussed at the Annual Members Meeting (RAT) to determine the amount. Each KUD is differed in the amount of contribution to the village development, for example KUD Usaha Baru agreed the contribution value to the village of IDR 10,000/Kapling/Month, whilst KUD Sumber Bahagia sets the contribution value to IDR 5.0/Kg FFB.</p>	
<p>6.11.2</p>	<p>Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve scheme smallholder productivity.</p> <p>- Minor compliance -</p> <p>PT Inti Indosawit Subur – Ukui Group sets a scheme manager, with field assistant assigned for each cooperative to improve smallholder management, including productivity. Each year, company provisioned training program, aside from day-to-day operation monitoring by field assistant, e.g.:</p> <ul style="list-style-type: none"> a. Dissemination/Training of Health Insurance, Occupational Health and Safety (K3), uses of PPE at KUD Tani Subur on 24 October 2017, 	<p>Comply</p>

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		<p>attended by 34 participants; at KUD Sumber Bahagia on 28 October 2017, attended by 50 participants.</p> <p>b. Dissemination/Training of First Aid at KUD Sumber Bahagia on 7 November 2017, attended by 28 participants.</p> <p>c. Dissemination/Training of Harvesting and uses of PPE at KUD Sumber Makmur on 9 March 2017, attended by 40 participants.</p>	
<p>Criterion 6.12: No forms of forced or trafficked labour are used.</p>			
6.12.1	<p>There shall be evidence that no forms of forced or trafficked labor are used.</p> <p>- Major compliance -</p>	<p>Based on verification of employment documents 2017, the results of interviews with workers, worker union and interviews with management indicate that there is no indication of forced labor in PT IIS Ukui Group.</p> <p>Collective Work Agreement or "Perjanjian Kerja Bersama/PKB" has been approved by company and workers. All workers signed clear work agreement, explaining the right and obligation of the workers.</p> <p>Ukui Smallholder: Based on the results of interviews with farmer members indicates that they have understood the policy issued by Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p> <p>Based on the results of field visits and interviews with harvesters, there was no indication of forced labor in farmer members. All work, wages and other facilities are based on agreements between farmer members and their workers.</p>	Comply
6.12.2	<p>It shall be demonstrated that no contract substitution has occurred.</p> <p>- Minor compliance -</p>	<p>Based on interview with Manpower Agency of Pelalawan Regency, worker union representative and workers, following document review, there is no contract substitution occurs. The Collective Work Agreement or "Perjanjian Kerja Bersama/PKB" has been communicated to workers. Work agreement has been explained and agreed by both parties.</p> <p>Ukui Smallholder:</p>	Comply

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		Based on the results of field visits and interviews with harvester, indicates that there is no indication of contracts substitution practiced in farmer members. All types of work, wages and other facilities are based on agreement between farmer members and their workers. Workers who are employed are family members or neighbors of farmer members.	
6.12.3	Where migrant/foreign/honorary workers are employed, a special worker policy and procedures and the evidence of implementation shall be available. - Major compliance -	<p>Mill, Estate and Smallholders:</p> <p>There is no migrant/foreign/honorary workers employed by the company. Company has a policy with regards to worker's right equality and non-discrimination to worker including if there is worker from different nationality.</p> <p>No migrant worker employed by cooperative or smallholder farmer. All workers was working under work agreement. Cooperative has a policy to respect worker equality and no discrimination.</p>	Comply
<p>Criterion 6.13: Growers and millers respect human rights.</p>			
6.13.1	A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations. - Major compliance -	<p>The company has Human Rights policy as documented in "Kebijakan Perusahaan", dated 01/12/2014, that stated "<i>Menghormati hak asasi manusia dengan memperlakukan seluruh karyawan secara adil, baik dalam hal penerimaan, penilaian kondisi dan lingkungan kerja, serta keterwakilan tanpa memandang suku, kasta, asal Negara, agama/ kepercayaan, cacat, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur</i>" - To treat all employee in fair manner, in terms of recruitment, appraisal and representation without discrimination against tribe, caste, nationality, religion, disability, gender, sexual orientation, worker union, political affiliation and/or age.</p> <p>The company has communicated this policy through active and passive way. The company policy is available on notice board as passive dissemination. Whilst active dissemination (refreshment) conducted regularly in annual basis to all employees, e.g. in Ukui I POM on 12 September 2017 and Ukui Estate conducted on 17 September 2017. Attendance list and documentation are available as evident.</p> <p>Based on interview with worker representative from Ukui I POM and Ukui Estate, revealed that they all</p>	Comply

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Criterion / Indicator		Assessment Findings	Compliance
		<p>understood the company policy related respect human right.</p> <p>Ukui Smallholder: Based on the results of interviews with farmer members indicates that they have understood the policy issued by Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p>	
Principle 7: Responsible development of new plantings			
Criterion 7.1: A comprehensive and participatory independent social and environmental impact assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.			
7.1.1	<p>An independent social and environmental impact assessment (SEIA), undertaken through a participatory methodology including the relevant affected stakeholders, shall be documented.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	N/A
7.1.2	<p>Appropriate management planning and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts.</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	N/A
7.1.3	<p>Where the development includes an outgrower scheme, the impacts of the scheme and the implications of the way it is managed shall be given particular attention.</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	N/A

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Criterion / Indicator	Assessment Findings	Compliance	
<p>Criterion 7.2: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p>			
<p>7.2.1</p>	<p>Soil suitability maps or soil surveys adequate to establish the long-term suitability of land for oil palm cultivation shall be available and taken into account in plans and operations.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	<p>N/A</p>
<p>7.2.2</p>	<p>Topographic information adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure shall be available and taken into account in plans and operations.</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	<p>N/A</p>
<p>Criterion 7.3: New plantings since November 2005 have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</p>			
<p>7.3.1</p>	<p>There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).</p> <p>- Major compliance –</p>	<p>PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	<p>N/A</p>
<p>7.3.2</p>	<p>Reports of comprehensive HCV assessment, which involves stakeholder consultation and includes record of land-use change since November 2005, shall be available. This HCV assessment shall be conducted prior to any conversion or new planting.</p>	<p>PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	<p>N/A</p>

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Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance –		
7.3.3	Records of land preparation and clearing dates shall be available. - Minor compliance –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	N/A
7.3.4	An action plan shall be developed that describes operational actions consequent to the findings of the HCV assessment, and that references the grower’s relevant operational procedures. (see Criterion 5.2) - Major compliance –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	N/A
7.3.5	Areas required by affected communities to meet their basic needs, taking into account potential positive and negative changes in livelihood resulting from proposed operations, shall be identified in consultation with the communities and incorporated into HCV assessments and management plans (see Criterion 5.2). - Minor compliance -	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	N/A
Criterion 7.4:			
Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.			
7.4.1	Maps identifying marginal and fragile soils, including excessive gradients and peat soils, shall be available and used to identify areas to be avoided. - Minor compliance -	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	N/A
7.4.2	Where limited planting on fragile and marginal soils, including peat, is proposed, plans shall be developed and implemented to protect them without incurring adverse impacts.	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.	N/A

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Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	Therefore, the requirement of Principle 7 is not applicable.	
Criterion 7.5:			
No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their free, prior and informed consent. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.			
7.5.1	Evidence shall be available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the grower/miller is signed and ratified by these local peoples. - Major compliance -	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	N/A
Criterion 7.6:			
Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.			
7.6.1	Documented identification and assessment of demonstrable legal, customary and user rights shall be available. - Major compliance -	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	N/A
7.6.2	A system for identifying people entitled to compensation shall be in place. - Major compliance -	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	N/A
7.6.3	A system for calculating and distributing fair compensation (monetary or otherwise) shall be in place.	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has	N/A

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Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	
7.6.4	Communities that have lost access and rights to land for plantation expansion shall be given opportunities to benefit from plantation development. - Minor compliance -	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	N/A
7.6.5	The process and outcome of any compensation claims shall be documented and made publicly available. - Minor compliance -	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	N/A
7.6.6	Evidence shall be available that the affected communities and rights holders have access to information and advice, that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands. - Minor compliance -	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	N/A
Criterion 7.7:			
No use of fire in the preparation of new plantings other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.			
7.7.1	There shall be no land preparation by burning, other than in specific situations, as identified in the ‘Guidelines for the Implementation of the ASEAN Policy on Zero Burning’ 2003, or comparable guidelines in other regions. - Major compliance -	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	N/A
7.7.2	In exceptional cases where fire has to be used for preparing land	PT Inti Indosawit Subur – Ukui Group Certification	N/A

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Criterion / Indicator		Assessment Findings	Compliance
	<p>for planting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.</p> <p>- Minor compliance -</p>	<p>unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	
<p>Criterion 7.8: New plantation developments are designed to minimise net greenhouse gas emissions.</p>			
7.8.1	<p>The carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development shall be identified and estimated.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	N/A
7.8.2	<p>There shall be a plan to minimise net GHG emissions which takes into account avoidance of land areas with high carbon stocks and/or sequestration options.</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	N/A
<p>Principle 8: Commitment to continual improvement in key areas of activity</p>			
<p>Criterion 8.1: Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.</p>			
8.1.1	<p>The action plan for continual improvement shall be implemented, based on a consideration of the main social and environmental impacts and opportunities of the grower/mill, and shall include a range of Indicators covered by these Principles and Criteria.</p> <p>As a minimum, these shall include, but are not necessarily</p>	<p>PT Inti Indosawit Subur – Ukui I POM and Ukui Estate has performed continual improvements to optimizing the yield or FFB production, reduction in certain use of chemicals, environmental impact, waste reduction, pollution and greenhouse gas emission and social impact. The action plan are monitored and documented, e.g.:</p> <ul style="list-style-type: none"> - Modified the loose fruit picker tools to increase productivity of harvesting from 2,300 kg/HK to be 2,500 kg/HK. - Decreasing power consumption at kernel 	Comply

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Criterion / Indicator	Assessment Findings	Compliance
	<p>be limited to:</p> <ul style="list-style-type: none"> • Reduction in use of pesticides(Criterion 4.6); • Environmental impacts (Criteria 4.3, 5.1 and 5.2); • Waste reduction (Criterion 5.3); • Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8); • Social impacts (Criterion 6.1); • Optimising the yield of the supply base. <p>- Major compliance -</p> <p>station from 90.25 kWh/ton PK to be 73 kWh/ton PK.</p> <ul style="list-style-type: none"> - Minimizing FFB loses, by: <ul style="list-style-type: none"> o Minimizing FFB unloading on the floor o Ensure the pressure at sterilizing process is 3 o Ensure that bunch press is operated effectively o Developing visual control or monitoring of oil loses at the station. - Decreasing FFA, by: <ul style="list-style-type: none"> o Minimizing FFB unloading on the floor o Emptying FFB from the conveyor after splitter at the end of process. o Drain condensate water after stop press. <p>Ukui Smallholder: Internal audit and internal inspection for each member of smallholder was conducted with the participation of members which contributed inputs for continual improvement on 3 July 2017. The findings were brief during meeting/on-site review. The internal audit report was verified by the assessor. Ukui Smallholder has defined the audit programme for each member presented in "Program Audit Internal Sertifikasi Kelompok" year 2018 – 2022.</p> <p>Ukui Smallholder management provided "Buku Panduan dan Catatan" for each member of smallholder. All activity of member was recorded in the book such as records of pesticide use, fertiliser application, FFB production, FFB price and training history.</p> <p>The Smallholder Manager, Agung Ardhi Wardhana, is the person in charge for the implementation of continuous improvement in key operations. The management plan being monitored by the Smallholder Manager are as follows:</p> <ul style="list-style-type: none"> • Planting <i>Turnera subulatta</i> and <i>Casia tora</i> as host of nettle caterpillar. • Infrastructure of water and soil conservation • Quality of FFB from Ukui Plasma • Consistency of Pruning • Development of individual platform • PPE uses • Workers insurance. 	

Appendix B: Approved Time Bound Plan

Name of Mill	Address	Time bound for certification	Status as of September 2017
Buatan I	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 th September 2010
Buatan II	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 th September 2010
Ukui I	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 st March 2011
Ukui II	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 st March 2011
Tungkal Ulu	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 th August 2012
Muara Bulian	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pematang District, Batang Hari Regency, Jambi	2011	Certified on 28 th August 2012
Topaz	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 th March 2015
Taman Raja	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 th February 2015
Segati	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	2018	Moved from 2014 to 2018
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 18 th May 2015
Aek Nabara	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 6 th March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 21 st April 2015
Peranap	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 th January 2015
Bungo Tebo	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	Certified on 3 rd December 2015
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2017	Certified on 26 th May 2015
Gunung Melayu I	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Certified on 7 th September 2015
Gunung Melayu II	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Certified on 8 th July 2015
Negri Lama I	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2018 to 2013	Certified on 6 th April 2015
Negri Lama II	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2018	Certified on 3 rd December 2015
Buatan	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 th September 2010
Ukui & Soga	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	Certified on 1 st March 2011
Buatan (Plasma)	Kerinci Kanan, Pangkalan Kerinci, Dayun Village, Siak & Pelalawan Regency, Riau	2011	Certified on 13 th March 2012

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Name of Mill	Address	Time bound for certification	Status as of September 2017
Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau	Brought forward from 2012 to 2011	Certified on 11 th June 2012
Tungkal Ulu	Pulau Pauh/Penyabungan/Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 th August 2012
Muara Bulian	Singoan/Bukit Sari/ Bulian Jaya Village, Muara Bulian/Pemayung District, Batang Hari Regency, Jambi	2011	Certified on 28 th August 2012
Buatan (KKPA)	Kerinci Kanan, Pangkalan Kerinci, Dayun District, Siak & Pelalawan Regency, Riau	2012	Certified on 17 th January 2013
Tungkal Ulu (Plasma)	Renah Mendalo, Merlung, Muara Papalik District, Tanjung Jabung Barat Regency, Jambi	2012	Certified on 11 th July 2013
Muara Bulian (Plasma)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 th July 2013
Muara Bulian (KKPA)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 th July 2013
Topaz & Seed Garden	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 th March 2015
Taman Raja & Badang	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 th February 2015
Segati	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	2018	Moved from 2014 to 2018
Penarikan & Gondai	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan Regency, Riau	2018	Moved from 2014 to 2018
Penarikan (KKPA)	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan Regency, Riau	2018	Moved from 2014 to 2018
Gunung Sahilan (KKPA)	Gunung Sahilan Village, Lipat Kain District, Pelalawan Regency, Riau	2018	Moved from 2014 to 2018
Bahilang	Bahilang Village, Tebing Tinggi District, Serdang Bedagai Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified 18 th May 2015
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified 18 th May 2015
Aek Nabara	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 6 th March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 21 st April 2015
Peranap	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 th January 2015
Bungo Tebo	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	Brought Forward from 2016 to 2014	Certified 3 rd December 2015
Peranap (Plasma)	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	2016	Certified 19 th August 2016
Bungo Tebo (Plasma)	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	Certified on 24 th September 2016
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified 26 th May 2015
Pangkatan	Sennah Village, Bilah Hilir District, Labuhan Batu Regency, North	Brought Forward	Certified 26 th May

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Name of Mill	Address	Time bound for certification	Status as of September 2017
	Sumatra	from 2017 to 2014	2015
Sentral & Batu Anam	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified 8 th July 2015
Pulau Maria	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified 7 th September 2015
Nagri Lama	Nagri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2018 to 2013	Certified on 6 th April 2015
Aek Kuo	Aek Korsik Village, Aek Natas District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2016 to 2013	Certified on 6 th April 2015

Appendix C: GHG Reporting Executive Summary

The GHG emissions that were produced in 2016 for PT Inti Indosawit Subur – Ukui I Palm Oil Mill and supply base was calculated using the PalmGHG Calculator version 3.0.1. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

- i. Estates area planted data
- ii. Fuel consumed
- iii. Mill datas include CPO produced, PKO Produced and FFB Processed
- iv. Fertilizer consumed data for both estates and smallholders.

The summary of the Net GHG emitted in 2016 for Ukui I Mill and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	0.27
PKO	0.27

Extraction	%
OER	20.1
KER	5.29

Production	t/yr
FFB Process	389,369
CPO Produced	78,256
PKO Produced	20,584

Land Use	Ha
OP Planted Area	11,203
OP Planted on peat	0
Conservation (forested)	0
Conservation (non-forested)	90.16
Total	11,407

Summary of Field Emission and Sink

	Own Crop*		Group		3 rd Party		Total	
	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB
Emission								
Land Conversion	0	0	0	0	0	0	0	0
CO ₂ Emission from fertilizer	1715.05	0.02	5388.86	0.03	0	0	7103.91	0.05
NO ₂ Emmission	4129.69	0.05	5209.49	0.03	0	0	9339.18	0.08
Fuel Consumption	1202.82	0.01	446.99	0	0	0	1649.81	0.01
Peat Oxidation	0	0	0	0	0	0	0	0
Sink								
Crop Sequestration	0	0	0	0	0	0	0	0
Conservation Sequestration	0	0	0	0	0	0	0	0
Total	7047.56	0.08	11045.34	0.07	9896.04	0	27988.94	0.15

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**Note: Includes both estates and smallholders*

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	35715.11	0.09
Fuel Consumption	141.67	0
Grid Electricity Utilisation	20.07	0
Credit		
Export of Grid Electricity	-188.5	0
Sales of PKS	-37039.2	-0.1
Sales of EFB	0	0
Total	-1350.85	0

Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	0
Divert to anaerobic diversion (%)	100

POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	46
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	54

Appendix D: CPO Mill Supply Chain Assessment Report (Module E - CPO Mills: Mass Balance)

Requirements	Compliance
E.1 Definition	
<p>E.1.1 Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and sales volume of RSPO certified products. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	<p>PT Inti Indosawit Subur – Ukui I Palm Oil Mill holds current RSPO P&C Certificate No. RSPO 633774. In the current certificate, PT Inti Indosawit Subur – Ukui I POM implemented Mass Balance supply chain system. PT Inti Indosawit Subur – Ukui I POM only claimed the FFB proportion from certified supply bases which comprise of company-own estate (Ukui Estate) and Scheme Smallholder (Ukui Plasma). The other supply base, coming from third party contractors/collectors deemed as non-certified FFB source.</p>
E.2 Explanation	
<p>E.2.1 The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the CB in the public summary of the P&C certification report. For an independent mill, the estimated tonnage of CPO and PK products shall be recorded in the RSPO IT platform, supply chain certificate and public summary audit report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.</p>	<p>PT Inti Indosawit Subur – Ukui I POM has demonstrates estimated tonnage of CPO and PK products that could potentially be produced. BSI verifies the estimated production of CPO and PK during this 2nd annual surveillance assessment, and recorded in the public summary report. The figure represents the total volume of certified palm oil product (CPO and PK) that the mill is allowed to deliver in a year. Forecast from January 2018 to December 2018: FFB 212,911 tons; CPO: 44,044 MT; PK: 11,604 MT. Actual production from January 2017 to December 2017: FFB: 229,041 tons; CPO: 46,911 MT; PK: 12,142 MT.</p>
<p>E.2.2 The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform).</p>	<p>PT Inti Indosawit Subur – Ukui I POM has meet registration and reporting requirement by holds PalmTrace account No.RSPO_PO10000000148.</p>
E.3 Documented procedures	
<p>E.3.1 The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:</p> <p>a) Complete and up to date procedures covering the implementation of all the elements in these requirements;</p>	<p>PT IIS – Ukui I POM has demonstrated written procedure:</p> <ol style="list-style-type: none"> 1. Standard Operating Procedures – Traceability (AA-MPM-OP-1400.17.R6) dated 1 Sept 2017. The procedures cover traceability of CPO and PK, since FFB receiving from Ukui Estate and Ukui Plasma, processing up to shipping of CPO and PK as well as daily production report. The procedure also regulates the internal audit by Sustainability Internal Audit Manager. Traceability records are to be kept for 10 years. 2. Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4). The procedure explains method to check only certified product received. The book keeping mass balance stated every 3 months: January-March, April-June, July-

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	<p>September, and October-December each year. Head of Environment and Sustainability will inform to Certification Body in the case of projected overproduction.</p> <p>3. SOP of Palm Oil Mill operation:</p> <ol style="list-style-type: none"> a. SOP AA-MPM-OP-1400.02.R2, dated 1 September 2011, Stasiun Penerimaan (FFB Receiving Station) b. SOP AA-MPM-OP-1400.03.R1, dated 1 February 2009, Stasiun Rebusan (Sterilizer) c. SOP AA-MPM-OP-1400.04.R1, dated 1 February 2009, Stasiun Pemisahan Berondolan (Loose Fruit Separation) d. SOP AA-MPM-OP-1400.05-R1, dated 1 February 2009, Stasiun Pengadukan dan Pengempaan (Pressing Station) e. SOP AA-MPM-OP-1400.06-R1, dated 1 February 2009, Stasiun Pemurnian (Clarification) f. SOP AA-MPM-OP-1400.07-R1, dated 1 February 2009, Stasiun Pemisahan Nut dan Fiber (Nut and Fiber separation) g. SOP AA-MPM-OP-1400.08-R1, dated 1 February 2009, Stasiun Kernel (Kernel Station) h. SOP AA-MPM-OP-1400.09-R1, dated 1 February 2009, Stasiun Boiler i. SOP AA-MPM-OP-1400.10-R1, dated 1 February 2009, Stasiun Engine Room j. SOP AA-MPM-OP-1400.11-R1, dated 1 February 2009, Stasiun Water Treatment k. SOP AA-MPM-OP-1400.12-R1, dated 1 February 2009, Laboratorium l. SOP AA-MPM-OP-1400.13-R1, dated 1 February 2009, Stasiun Pengelolaan Limbah (Palm Oil Mill Effluent Treatment) m. SOP AA-MPM-OP-1400.14-R2, dated 1 September 2011, Stasiun Penimbunan dan Pengiriman CPO dan Kernel (CPO and PK Storage and Dispatch) n. SOP AA-MPM-OP-1400.15-R1, dated 1 February 2009, Perawatan (Preventive Maintenance and Repair). <p>Marketing department is responsible to create delivery order, identifying POM name and address, buyer name and address, contract number, product type, certified/non-certified status, date of shipping, product specification, supply chain model.</p>
<p>b) The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the</p>	<p>As per Procedure of Traceability (AA-MPM-OP-1400.17-R6), the responsible person in charge to the supply chain system is Mill Manager. During audit, the mill manager, Mr. Suwardi, was able to demonstrate sufficient knowledge and understanding on RSPO supply</p>

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implementation of this standard.	chain implementation for palm oil mill.
E.3.2 The site shall have documented procedures for receiving and processing certified and non-certified FFBs.	The Mill has had documented procedures for receiving and processing of Certified and Non-certified FFBs in form of SOP AA-MPM-OP-1400.17-R6 "Traceability" and SOP for FFB Receiving Station (AA-MPM-OP-1400.02-R2). The Mill uses RSPO Supply Chain model Mass Balance, therefore does not required to separated receiving and processing of certified and non-certified FFB.
E.4 Purchasing and goods in	
E.4.1 The site shall verify and document the volumes of certified and non-certified FFBs received.	<p>Person who has responsibility for recording weighbridge results can demonstrate mechanism to verify and document the volumes of Certified and Non-certified FFBs received, among others regarding:</p> <ul style="list-style-type: none"> • Name of Estate, Division and Block (Sources of certified FFB) • Date of harvesting • Certificate Number <p>Sample document for certified FFB, e.g.:</p> <ul style="list-style-type: none"> - SPB number 004531, Weighbridge ticket PUSA11702069, dated 7 March 2017, mention commodity is certified FFB from Ukui Estate, Afdeling 3, Block C89f (226 bunches), nett weight 6,270 kg, RSPO Certificate number RSPO-633774, transporter BM8569TH (internal), batch number 13-100-16462016-09022925. - SPB number 001864, Weighbridge ticket PUSA117109942, dated 22 November 2017, mention commodity is certified FFB from Ukui Estate, Afdeling 2, Block B89b (211 bunches), nett weight 6,270 kg, RSPO Certificate number RSPO-633774, transporter BM8571TE (internal), batch number 13-100-16462017-10112110. - SPB number P084, Weighbridge ticket PUSA217119801, dated 22 November 2017, mention commodity is certified FFB from Ukui Plasma, KT-43 Bukit Harapan, 210 bunches, nett weight 5,420 kg, transporter BM9663CU, batch number 13-100-24282017-10112399. <p>Sample document for non-certified FFB, e.g.:</p> <ul style="list-style-type: none"> - Weighbridge ticket PUSA517111598, dated 22 November 2017, mention commodity is 3rd party FFB from supplier Haluga (HL), 687 bunches, nett weight 10,653 kg, transporter BM8405BA.
E.4.2 The site shall inform the CB immediately if there is	The company has mechanism to inform CB if any over-

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<p>a projected overproduction of certified tonnage.</p>	<p>projection immediately as regulated in procedure; if there is over-projection of certified CPO and PK, Mill Manager shall immediately report formally to the Head of Sustainability who will then report it to the related CB. PT Inti Indosawit Subur – Ukui I Palm Oil Mill has commitment to always keep in touch with CB to immediately inform if there is a projected overproduction of certified tonnage.</p>
<p>E.5 Record keeping</p>	
<p>E.5.1 a) The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and/ or three-monthly basis.</p>	<p>The site has recorded and made balancing all receipts of RSPO certified FFB on a three-monthly basis. The site has also recorded and made balancing of all produced and delivered RSPO certified CPO and PK on a three-monthly basis.</p> <p>The entire amount or volume of CPO and PK have being deducted from the material (FFB) accounting system according to OER and KER defining on average of each process (i.e.: certified and non-certified). The Mill delivered certified CPO to PT Sari Dumai Sejati (Lubuk Gaung – Dumai), whilst PK transferred to Ukui I KCP. Ukui I KCP has been RSPO SCC certified model Mass Balance based on certificate number SPO 635438 issued by BSI Services Malaysia Sdn Bhd, valid until 10 May 2020. The Bulking Station, PT Sari Dumai Sejati (Lubuk Gaung – Dumai) has been RSPO SCC certified model IP, SG and MB based on certificate number CU-RSPO SCC 821960 by Control Union, expired until 29 August 2022. It was demonstrated that Ukui I POM has delivered certified products from positive stocks.</p> <p>Document verified, i.e.:</p> <ul style="list-style-type: none"> - Laporan Unit Pabrik Ukui I, period November 2017 - Laporan Unit Pabrik Ukui I, period December 2016 - Laporan Harian Pabrik, dated 6 December 2017; mentioned that certified PK transferred to Ukui I KCP at the day was 70,050 kg, to date 6 December 2017 was 191,210 kg, and year to date was 11,540,580 kg. Whilst non-certified PK transferred to date 6 December was 123,030 kg, and year to date was 5,553,660 kg. - Weighbridge ticket PUSC117202115 dated 26 September 2017, based on DO #09017/DC10/02/17, mention commodity is RSPO certified CPO from Ukui I POM, nett weight 23,040 kg, delivered to PT Sari Dumai Sejati, RSPO Model Mass Balance, Certificate number RSPO-633774, transporter BM9189BU (PT Sumber Kencana Inhu). - Weighbridge ticket PUSC117202617 dated 29

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	<p>November 2017, based on DO #11021/DD10/02/17, mention commodity is ISCC certified CPO from Ukui I POM, nett weight 28,260 kg, delivered to PT Sari Dumai Sejati, transporter BK9013VV (CV Jasa Sahabat Abadi).</p> <ul style="list-style-type: none"> - Weighbridge ticket PUSC117202606 dated 29 November 2017, based on DO #11320/DN10/02/17, mention commodity is Non certified CPO from Ukui I POM, nett weight 23,100 kg, delivered to PT Inti Indosawit Subur – Teluk Bagus Rengat, transporter BM9320BU (PT Sumber Kencana Inhu). <p>Major Nonconformities: Ukui I POM has recorded all receipts of certified and non certified FFB and deliveries of RSPO certified CPO and PK in "Book Keeping", however lack of record regarding sales of certified oil palm product. The company cannot demonstrated record of sales of RSPO certified product, other scheme certified product, and non certified product. -Not Comply- -Comply-</p>
(b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.	Ukui I Mill has mechanism and knowledge that all volumes of CPO and PK delivered are deducted from the material accounting system.
c) The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)	Ukui I Mill has mechanism and knowledge that the Mill can only deliver Mass Balance sales from a positive stock. The Mill has never practised sell short.

Supply Chain Declaration

A. Monthly Records of Certified and Uncertified FFB Received since the last audit				
No.	Month - Year	Volume of FFB from certified supply bases (MT)	Volume of FFB from uncertified supply bases (MT)	Total FFB/Month (mt)
1	January 2017	19,393	10,432	29,825
2	February 2017	18,977	8,125	27,102
3	March 2017	18,969	5,663	24,632
4	April 2017	20,329	4,952	25,281
5	May 2017	20,369	5,031	25,400
6	June 2017	18,877	9,609	28,486
7	July 2017	20,561	11,850	32,411
8	August 2017	18,902	11,005	29,907

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9	September 2017	17,944	11,047	28,990
10	October 2017	16,085	12,176	28,261
11	November 2017	20,707	10,735	31,442
12	December 2017	17,928	10,140	28,068
Total		229,041	110,765	339,805

B. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	January 2017	4,151	1,075
2	February 2017	3,988	1,045
3	March 2017	3,865	971
4	April 2017	4,180	1,037
5	May 2017	4,283	1,061
6	June 2017	3,741	971
7	July 2017	4,105	1,092
8	August 2017	3,792	1,015
9	September 2017	3,631	958
10	October 2017	3,266	865
11	November 2017	4,192	1,092
12	December 2017	3,717	960
Total		46,911	12,142

C. Records of Certified CPO & PK Sold under PalmTrace to Buyers since the last audit (if any)				
No.	Buyers Name	Palmtrace Trading No	Certified CPO Sold (MT)	Certified PK Sold (MT)
1	PT Sari Dumai Sejati	RSPO_PO1000006430	766	0
2	PT IIS (Ukui I KCP)	RSPO_PO1000002724	0	11,541

D. Records of CPO & PK Sold under other schemes to Buyers since the last audit (if any)				
No.	Buyers Name	Scheme Name	CPO Sold (MT)	PK Sold (MT)
1	Buyer A (Confidential)	ISCC	43,713	0

E. Records of CPO & PK Sold as conventional to Buyers since the last audit (if any)			
No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)
	Nil	0	0

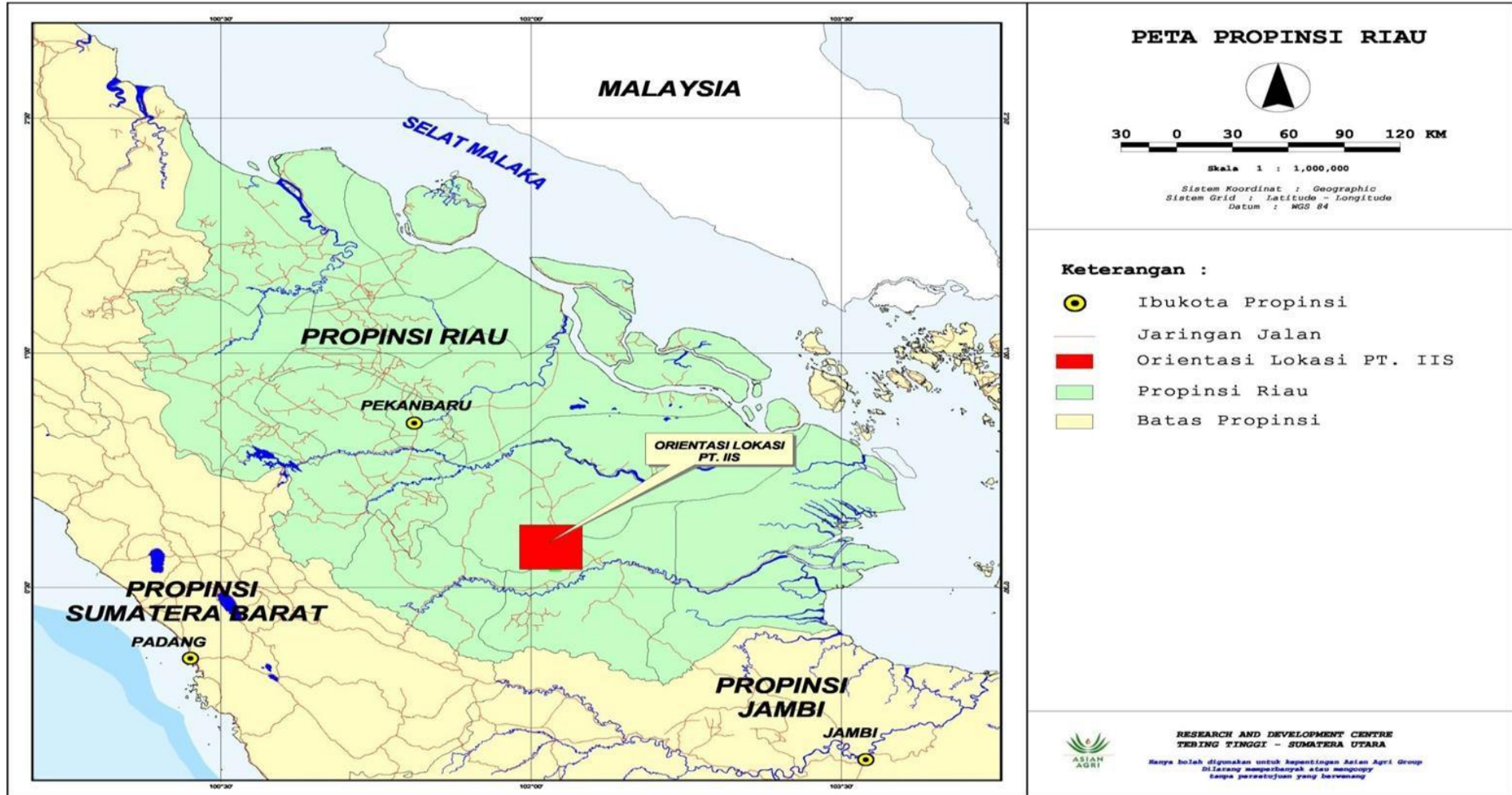
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F. Records of Certified CPO Sold under RSPO Credits to Buyers since the last audit (if any)			
No.	Buyers Name	PalmTrace Trading No	RSPO Credits of Certified CPO Sold (MT)
	Nil	0	0

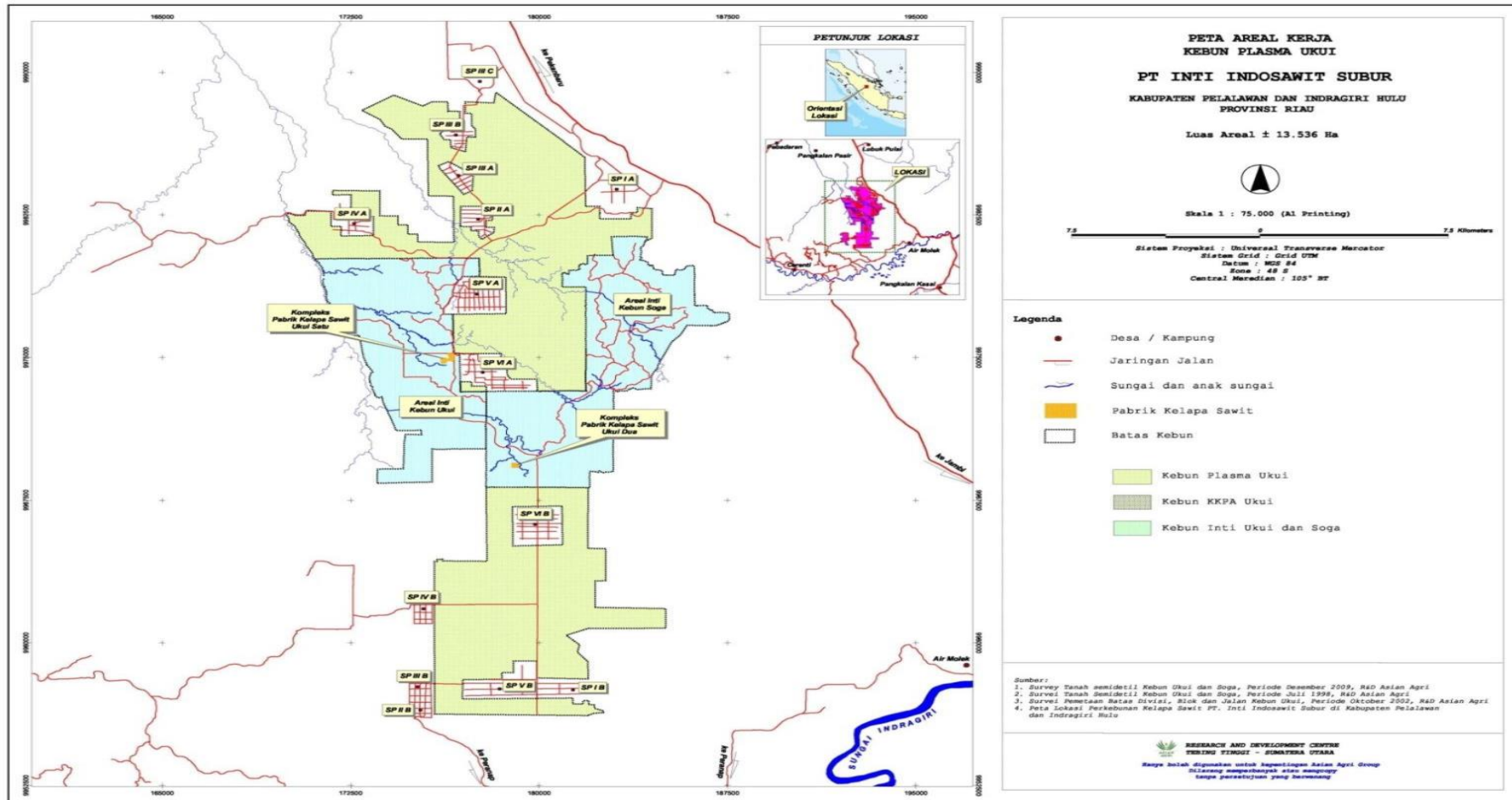
Appendix E: Location Map of Certification Unit and Supply bases



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Appendix F: Estate Field Map



Appendix G: List of Smallholder Sampled

No. Sample	Area	Smallholder Number (60)	Smallholder Name
1	KUD Karya Bersama	891	M. Ilyas
2	KUD Karya Bersama	904	M. Sukri
3	KUD Karya Bersama	80	Suardi Tejo
4	KUD Karya Bersama	11	Parjan
5	KUD Karya Bersama	943	Jalal
6	KUD Karya Bersama	934	Supar
7	KUD Karya Bersama	876	Supardi
8	KUD Karya Bersama	244	Karsiyanto
9	KUD Karya Bersama	154	Suripno
10	KUD Karya Bersama	120	Pariman/Tumijan
11	KUD Karya Bersama	878	Misdi
12	KUD Karya Bersama	258	Basri
13	KUD Karya Bersama	242	Suparlan
14	KUD Karya Bersama	197	Ridjo
15	KUD Karya Bersama	269	Pujiono/Lili
16	KUD Karya Bersama	236	Purwanto/Supriyanto
17	KUD Karya Bersama	327	Darusman
18	KUD Karya Bersama	53	Samsul H.
19	KUD Karya Bersama	945	Nurdin/Tarmuji
20	KUD Karya Bersama	895	Sobari
21	KUD Sumber Bahagia	2309	Suyatino
22	KUD Sumber Bahagia	2314	Jarwoto
23	KUD Sumber Bahagia	2363	Haryadi
24	KUD Sumber Bahagia	2435	Sarmedi
25	KUD Sumber Bahagia	2448	Budiono
26	KUD Sumber Bahagia	2419	Yekti
27	KUD Sumber Bahagia	2627	Sunyoto
28	KUD Sumber Bahagia	2544	Wagito/Syamsuri
29	KUD Sumber Bahagia	2286	Samino
30	KUD Sumber Bahagia	2188	Boimin/Bakri
31	KUD Sumber Bahagia	2185	Toto Karno
32	KUD Sumber Bahagia	2406	Takat Supriadi
33	KUD Sumber Bahagia	2074	Susyanto/Amsori
34	KUD Sumber Bahagia	2387	Legiman
35	KUD Sumber Bahagia	2681	Suratin
36	KUD Sumber Bahagia	2690	Kamsidi
37	KUD Sumber Bahagia	2447	Salim
38	KUD Sumber Bahagia	2339	Aji
39	KUD Sumber Bahagia	4284	Prayikno/Sukijan
40	KUD Sumber Bahagia	2561	Sujito
41	KUD Sumber Bahagia	4717	Iswinarto
42	KUD Sumber Bahagia	2481	Selamet/Wahidin
43	KUD Sumber Bahagia	4727	Supomo
44	KUD Sumber Bahagia	4785	Nurkholis
45	KUD Sumber Bahagia	4782	Wagiarto/Sarpan
46	KUD Usaha Baru	6450	Rinto

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47	KUD Usaha Baru	6376	Usim K.
48	KUD Usaha Baru	6370	Tumiran
49	KUD Usaha Baru	6373	M. Idar/Saimin
50	KUD Usaha Baru	6366	Ardan
51	KUD Usaha Baru	6365	M. Yamin
52	KUD Usaha Baru	6360	Mujimin
53	KUD Usaha Baru	6386	Jefri
54	KUD Usaha Baru	6389	Sidul
55	KUD Usaha Baru	6387	Roni
56	KUD Usaha Baru	6384	Tajib
57	KUD Usaha Baru	6448	Sarkawi
58	KUD Usaha Baru	6474	Sudirman
59	KUD Usaha Baru	6447	M. Isa/Edi
60	KUD Usaha Baru	6377	Ijun/Suyatin

Appendix H: List of Abbreviations

BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
CSPO	Certified Sustainable Palm Oil
CSPKO	Certified Sustainable Palm Kernel Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
IP	Identity Preserved
IS - CSPO	Independent Smallholder Certified Sustainable Palm Oil
IS – CSPKO	Independent Smallholder Certified Sustainable Palm Kernel Oil
IS – CSPKE	Independent Smallholder Certified Sustainable Palm Kernel Expeller
ISCC	International Sustainable Carbon Certification
LD50	Lethal Dose for 50 sample
MB	Mass Balance
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
OER	Oil Extraction Rate
OSH	Occupational Safety and Health
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RSPO	Roundtable on Sustainable Palm Oil
P&C	Principles & Criteria
RTE	Rare, Threatened or Endangered species
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure